



Anderson College

General Catalog
1978-1979

ACCREDITATION:

Southern Association of Colleges and Schools

INSTITUTIONAL MEMBERSHIPS:

National Association of Schools of Music
American Association of Junior Colleges
National Council of Independent Junior Colleges
American Council on Education
Southern Association of Community and Junior Colleges
Association of Southern Baptist Colleges and Schools
South Carolina Association of Colleges and Universities
South Carolina College Council

Council for Advancement and Support of Education

NON-DISCRIMINATION

Anderson College accepts students on the basis of academic qualifications, character, and evidence of the potential to benefit from the college experience. The college accepts all qualified applicants regardless of race, religious creed, place of national origin, or ethnic group.





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**ANDERSON COLLEGE
ACADEMIC CALENDAR
1978-79**

SUMMER TERM

First Summer Term — June 5 - July 7

Second Summer Term — July 11 - August 11

Evening Term — June 13 - August 8

ORIENTATION '78 for Freshmen and Parents

June 19-20

July 14-15

July 21-22

August 3-4

FIRST SEMESTER — August-December, 1978

August	15	Tuesday	Faculty Workshop
	16	Wednesday	Faculty Workshop Continues
	17	Thursday	New Commuting Students Check In
	18	Friday	Academic Advising
	19	Saturday	New Resident Students Check In
	20	Sunday	Returning Students Check In
	21	Monday	Registration
	22	Tuesday	Registration
	23	Wednesday	First Day of Classes
	25	Friday	Last Day to Add a Class
September	11	Monday	Beginning of Continuing Education Classes
October	2	Monday	Christian Emphasis Week, October 2-6
	17	Tuesday	Middle of the Semester
	19	Thursday	Mid-Semester Grades Reported to Registrar
	20	Friday	No Classes. Faculty/Staff Self-Study Work Day
November	8-21		Academic Advising for Spring Semester, 1979
	18	Saturday	Open House for Prospective Students
	23	Thursday	Thanksgiving Holiday, November 23-26, 1978
	30	Thursday	Christmas First Night Celebration
December	6	Wednesday	Final Exams Begin
	14	Thursday	Final Exams End — Beginning of Christmas Holidays
	15	Friday	Faculty/Staff Christmas Dinner
	17	Sunday	Mid-Year Graduation

SECOND SEMESTER — January-May, 1979

January	8	Monday	Registration
	9	Tuesday	Registration
	10	Wednesday	First Day of Classes
	12	Friday	Last Day to Add a Class
	20	Saturday	Open House for Prospective Students
February	10	Saturday	Open House for Prospective Students
	14	Wednesday	Founders' Day
March	6	Tuesday	Middle of the Semester
	9	Friday	Mid-Semester Grades Reported to Registrar
	19	Monday	Spring Holidays, March 19-25, 1979
April	4-17		Academic Advising for Fall Semester, 1979
	16	Monday	No Classes. Faculty/Staff Self-Study Work Day
	25	Wednesday	Honors Day/Annual Day
May	2	Wednesday	Final Exams Begin
	10	Thursday	Final Exams End
	12	Saturday	Alumni Day
	13	Sunday	Commencement
	14	Monday	Faculty/Staff Self-Study Work Day

SUMMER, 1979

June	1	Friday	Registration for First Summer Term
	4	Monday	First Day of Classes, First Summer Term
July	4	Wednesday	Holiday
	6	Friday	Last Day of First Summer Term
	9	Monday	Registration for Second Summer Term
	10	Tuesday	First Day of Classes, Second Summer Term
August	10	Friday	End of Second Summer Term
	12	Sunday	Graduation



purpose

Anderson College is a private coeducational liberal arts junior college sponsored and supported by the South Carolina Baptist Convention. The primary purpose of the college is to provide Christian higher education under the influence of a Christian faculty and administration. Christian education is defined as:

... the development of the full potential of the individual student, mentally, physically, socially, morally, and spiritually within the perspective of the Christian work view and value system.

The student body consists of both resident and commuting students. The basic academic program of the college is that of liberal arts with special consideration given to college transfer. The college also seeks to meet the needs of the community by providing a limited number of terminal and vocational curricula. These formalized programs are supplemented by programs of life-long continuing education as determined by the educational needs of the community and the ability of the college to respond to these needs.



COLLEGE HISTORY

Anderson College traces its origin to one of the first institutions of higher learning for women in the United States. The Johnson Female Seminary opened in the Village of Anderson in 1848. The names of many of the older families of the community are found in the extant class rolls of the old seminary.

The founder of the Johnson Female Seminary was the Rev. William B. Johnson, a Baptist minister who was president of the national Triennial Baptist Convention and later the first president of the Southern Baptist Convention.

The school Mr. Johnson founded was forced to close during the Civil War and did not reopen. But in time a new generation carried on where the old institution had stopped. A group of public-spirited local citizens, desirous of an institution of higher learning in Anderson, offered thirty-two acres of choice land and \$100,000 to the South Carolina Baptist Convention at its Laurens meeting in 1910. Following a favorable response, a group of trustees was nominated, confirmed by action of the South Carolina General Assembly in 1911, which incorporated Anderson College. The college opened its doors to students in the autumn of 1912. From 1912 to 1930 it operated exclusively as a senior college for women composed of resident and commuting students, but in 1930 qualified males were accepted as day students.

In 1929 the South Carolina Baptist Convention approved the institution's transition to a junior college. From the autumn of 1930 to the present Anderson College has functioned in that role with its "distinctions, honors, and degrees," restricted to that status.

The institution has changed considerably since its founding both in the type of program offered and in the composition of the student body. The basic underlying purpose of the college has not changed. It is today what it has always been, an institution of higher learning with an atmosphere of Christian concern.

THE CAMPUS

Anderson College is located within the city limits of Anderson, South Carolina, on a campus that contains 32 acres, plus 12 adjoining acres, which were purchased recently. The campus lies in the northeastern part of the city in a residential area. This location offers easy access to the downtown business district and to many local churches.

More than a hundred oak trees grow on the campus which is landscaped in a series of rising terraces, with flower-bordered walks and driveways. Wisteria, dogwood, azaleas, a rose garden, and formal memorial gardens add to the natural beauty of the grounds.

The campus contains 22 buildings and an athletic field generally arranged in the form of a square. The buildings of major importance in campus activities and living face southward toward the city along Boulevard and westward along Kingsley Road. This convenient arrangement offers easy access to most of the facilities from the streets surrounding the campus. All academic and dormitory buildings are of masonry construction.

A student parking lot, containing 104 marked spaces along marked traffic lanes, is conveniently located near the gymnasium and the athletic field and serves as an ample parking facility for athletic events also. The faculty and staff parking lot is located to the right rear of the academic building. A second student parking lot is located near the classroom building opposite the men's dormitory on Kingsley Road and accommodates 80 vehicles, and the total parking capacity of the campus is 400.

MERRITT ADMINISTRATION BUILDING

Four tall white columns mark the entrance to the Merritt Administration Building. This three-story building contains the offices of the President, Academic Dean, Dean of Student Development, Development Office, Counseling Center, Admissions Office, Parlors, Alumni Office, News Office, auditorium and dining room.

DENMARK AND PRATT HALL

The two dormitories for women flank the administration building and are connected to it by colonnades. Parlors are provided for the residents as well as recreation rooms and kitchenettes.

JOHN E. ROUSE DORMITORIES

Three units of the dormitory for men provide housing for 204 male students. Built in 1962, the dormitory is equipped with a lounge, and recreational space. The third wing of the dormitory was completed in 1970. All of the three wings of the dormitory are air conditioned.

In the North and South wings the rooms are arranged in suites with two rooms connected by a bath. In the newer East wing there are four rooms in each suite, each room having its own lavatory. A resident host and hostess live in the dormitory unit.

The newest men's dormitory is named for J. K. Lawton. Lawton Hall is carpeted throughout and is arranged in four-room suites. This dormitory accommodates one hundred men.

OLIN D. JOHNSTON LIBRARY

The library, completed in the fall of 1974, houses a collection of over 22,000 volumes. The main reading room is furnished with individual carrels which are wired to accommodate the full range of electronic learning equipment. A microfilm collection and reading equipment and four individual study rooms occupy the second floor. The library houses the Lily Strickland Music Alcove with music books, recordings, listening equipment, scores, and music memorabilia. The Gladys Johnston Room is a formal meeting room and houses rare books and furniture from the Johnston home. Mrs. Johnston, a former trustee of the college, was the donor of the library building. The reading and study skills center of the college is located in the library building.



SULLIVAN MUSIC BUILDING

A ten room house, formerly occupied by the College President, houses the teaching studios and faculty offices, student practice rooms, listening and choir rehearsal rooms. A recital hall adjoins this building.

STUDENT CENTER

The Student Center is located on the back campus. Student services include the college book store and gift shop, a refreshment center and television room, the student post office, and recreational facilities.

The registrar's office, financial aid office and business office are located in the west end of this building.

RICE INFIRMARY

A modern infirmary was provided in 1960 by the Max Rice family of Belton.

WATKINS TEACHING CENTER

The teaching center is completely equipped for audio-visual instruction in classrooms and for closed-circuit television. It contains an electronic language laboratory.

The building is carpeted and completely air-conditioned. The equipment is departmentalized, giving adequate special equipment for specific teaching needs in each area of teaching. The labs are situated beside the science lecture rooms with storage space for lab equipment, specimens and chemicals.

The first floor has a conference room for committee meetings. Adjoining the conference room is a very beautiful and comfortable room with kitchenette that is used for faculty and club meetings. This room is available for meetings of community clubs on special occasions.

The Watkins building has two auditoriums for lectures, tests, and meetings of the type that require a seating capacity beyond the normal classroom capacity. These auditoriums are equipped with sound rooms for movies and other projection equipment. Special fold-away writing tables are provided with the auditorium seats. These auditoriums, one on the first floor and the other on the second floor, have a capacity of approximately one hundred people each.

JOHN E. WHITE GYMNASIUM AND ACTIVITIES BUILDING

This three-story building erected in 1960 houses the physical education and recreational program of the college. The gymnasium has a seating capacity of 800. Adjacent to this building are the tennis courts and athletic playing fields.

The gym building is located near the student parking lot on the southeastern portion of the campus. The Smethers athletic field is at the rear of the gym building. Four tennis courts are at the rear of the gym. These facilities are used jointly by the physical education department and the varsity athletic department. In 1970 an addition was made to this building to provide additional seating for spectators in the gymnasium and additional areas for physical education instruction and recreational space.

The religious activity center occupies a section of the gym building with director's office, prayer room, conference area, and lounge.

The gymnasium third floor was renovated during the summer of 1968 to house 20 students. Included in this addition is an efficiency apartment for a hostess. This unit is completely air-conditioned.

ABNEY ATHLETIC CENTER

A gymnasium with dressing rooms and offices is under construction scheduled for completion in 1979. This building will house the athletic program of the college.

PROPOSED BUILDINGS

The college has completed a ten year Master Plan study and is in the process of implementing the recommendations for the expansion of the college's facilities.

The rapidly growing Fine Arts Division at Anderson College will soon be housed under one roof when the proposed Fine Arts Center is built. Funds for its construction are being raised now.

The Fine Arts Center will include a 1,000-seat auditorium-convocation center, a 350-seat chapel and complete teaching wings for the Music and Art departments. Faculty offices, recital rooms and an art gallery are planned for the new building. It will be constructed within the next five years.



academic program

OFFERINGS AND REQUIREMENTS

As an accredited junior college, Anderson offers the first two years of work for most four year programs. This catalogue presents the transfer courses which should be taken as the first two years' work toward B.A. or B.S. degrees in many fields. In addition, terminal courses are offered those who wish to prepare for an occupation, for home-making and community living, or for a combination of the two. A terminal liberal arts program, a course for home-makers, a combined home-makers and secretarial course, church secretarial, two-year Business Education, and one-year secretarial courses are offered. The Associate of Arts degree in Fashion Merchandising is offered either as a terminal or transfer curriculum.

The requirements for graduation with the Associate of Arts degree are 64 semester hours of college work including 12 semester hours of English, 6 of Religion, 1 of Physical Education or ROTC, with a minimum grade point average of 2.0. Requirements for the Associate of Arts in Fashion Merchandising include, in addition to the above, 15 semester hours of prescribed courses in that department. Students seeking the Associate of Arts in Business Education must follow the prescribed curriculum as shown on page 52. A certificate is awarded those who satisfactorily complete a prescribed one-year Business Education course.



The Associate of Science degree is awarded to the student who has, in addition to the general graduation requirements, earned twenty semester hours in math and science courses.

The Associate of Fine Arts degree is awarded the student who completes the general requirements and the courses prescribed in the music curriculum described in the course description section of this catalog.

Each student who earns a degree or certificate from the college must earn credit in a course entitled, Contemporary Religious Experience. The student must have credit for this course for each semester of enrollment at Anderson College as a full-time student (12 or more semester hours). Students in night classes are not required to have this credit to graduate.

The courses required for graduation, the recommended curricula, the individual course descriptions, and the academic regulations appear in other parts of this catalogue.

COUNSELING CENTER

The college operates a counseling center with a professional staff of academic and personal counselors. The Director of Academic Counseling coordinates the program by which students are given assistance in selecting their course of study. The counseling center provides academic testing, counseling and placement as well as vocational guidance.

ANDERSON EVENING COLLEGE

Anderson College attempts to fulfill the role of a community college by making educational opportunities more accessible to the community. A night school was begun in 1958. The requirements for entrance and graduation are the same as for the regular session.

The enrollment of the night school has ranged from about 50 to 136, averaging about 100 per session. The texts and time requirements are the same as the day school. Most classes meet once per week for a two-and-one-half hour period. Most of the students are those who, because of work and other responsibilities, find it impossible to attend the day school. Some of the local industries encourage their employees to take advantage of the educational opportunities of the school by reimbursing them for their expenses at the time of graduation. Several graduates have completed all or most of their work in the night school. The faculty members are primarily those of the regular faculty.

CONTINUING EDUCATION

Anderson College conducts a program of continuing education that is designed to provide informal educational opportunities for those who wish to learn without the pressures of examinations and other requirements for college credit. Courses are normally scheduled to begin in October and February and meet in the evening hours. All classes carry a nominal fee, and those who complete the classes are awarded continuing education units (c.e.u.).

AIR FORCE AND ARMY ROTC

Anderson College has an agreement with Clemson University whereby Anderson College students, both male and female, can complete the first two years of the four-year ROTC program. To enroll in this program, students must be citizens of the U.S., be of sound physical condition, and enroll in courses leading to a B.A. or B.S. degree.

Participation in the ROTC program entails travel to the Clemson University campus once weekly to attend one hour of classroom work and one hour of corps training laboratory. Uniforms are provided to enrolled students by Clemson University. A twenty-five dollar deposit is required which is refundable upon the return of the uniform.

Completion of the two-year basic program at Anderson College does NOT carry any obligation at all. It does, however, permit the student to transfer to any College or University with the 4-year Army ROTC Program, and enter the Advanced ROTC Program.

SUMMER SESSION

The needs of the Anderson College students and the students from other colleges who live in the surrounding area have been important in determining the courses and enrollment of the summer session. During a typical summer session, there are students from 35 colleges attending the summer session. Many high school graduates prefer to start their work during the summer and become acquainted early with the type of study required for college. Other students who are deficient in certain areas use the summer school as a time for remedial work.

High School students who are rising seniors may enroll for credit in courses approved by the high school counselor or principal. This credit may apply toward an Anderson College degree or may be transferred to other institutions.

IN-SERVICE GUIDANCE

Beginning with the academic year 1978-79 Anderson College offers a program of In-Service Guidance. This is a program designed to provide practical educational experiences for students who are either interested in, or committed to, Christian service. Classroom instruction provides a background for the practical experience. The student is given an opportunity to examine the "call" to Christian service. Students are able to provide personal and professional identity with roles in ministry. Practical skills are taught in the classroom experience and applied in the practical activities. Students are assisted in the process of entering into ministry through this program.

The program consists of a series of classes each semester each carrying one semester hour of credit. Students may engage in ministry activities off campus in churches, projects of the Mission Department of the South Carolina Baptist State Convention, or other Christian groups. Students may also serve in institutions and agencies of the denomination and churches.

The courses offered in the in-service guidance program are found in the course description section of this catalogue under the Religion department.



student life

SCOPE

At an educational institution learning takes place inside and outside the classroom and related academic functions. The Academic Dean and his staff have the responsibility for the primary reason for one attending college, and the Dean of Student Development and his staff seek to complement the learning experiences outside the formal educational experiences. In other words, the Dean of Student Development and his staff cooperate with the instructors and their programs in an attempt to help one grow intellectually, physically, socially, and spiritually. The whole of one's educational experience is a cooperative endeavor. At the risk of oversimplification but for the sake of clarity, the Academic Dean supervises the classroom learning and the Dean of Student Development supervises all other related aspects of student life.

The supervision of student life at Anderson College is handled by a student personnel staff including the Dean of Student Development, Assistant Dean of Student Development, Director of Men's Residential Living, Director of Women's Residential Living, and the Student Activities Director. These persons are skilled and equipped to help the students have a happy experience at Anderson College.

RESIDENT STUDENTS

The Assistant Dean of Student Development and her staff make every effort to ensure harmonious and enjoyable living conditions conducive to study and comfort within the residence halls.

Anderson College Housing includes conventional single sex residence halls as well as small living units accommodating as few as four and as many as ten students. All housing is within 1½ blocks of the campus, and one may be assigned to a room in any housing unit. The females reside in Denmark, Pratt, Whyte, Boulevard House, Whyte Annex, Kingsley Hall, Duplex, and the College House. The males reside in North Rouse, South Rouse, Lawton, Kingsley Court, Modular Dorms and the Gym basement.

Students provide much of the leadership in the residence halls. Each of the main residence halls elects its own Hall Council which is designed to plan programs and to provide a government within the residence hall. The Resident Assistants are paid student leaders who are available to help guide their peers in developing a good community living situation.

Students who wish to reside in a residence hall must maintain an academic load of 12 semester hours. All students except those who are either a) married; b) veterans of more than 120 days of consecutive military duty; c) living with a parent or guardian; or d) 21 years of age or older are required to live in Anderson College housing. Only in special and exceptional cases can these requirements be waived. Exceptions must be granted by the Dean or Assistant Dean of Student Development.

Students who violate these guidelines will be subject to suspension from Anderson College. Students who are accepted as resident students receive a handbook on residential living prior to their arrival on campus. They are responsible for the information in the handbook.

COMMUTING STUDENTS

The City of Anderson has a population of over 50,000, and there are many small towns adjoining the area. Anderson College is fortunate in this sense because many students desire to live at home and become commuting students at Anderson College. Approximately one-half the total student enrollment consists of commuting students. With this in mind, a conscious and concentrated effort is made to involve commuters so that they feel they are an integral part of student life. The Student Government Constitution calls for commuters to be appointed to student committees. There are commuting student intramural teams, and a Commuting Student Committee has its primary function to devise and implement plans to involve commuting students. An attractive commuting student lounge is located in the Student Center.

STUDENT ACTIVITIES

Since all of one's time is not spent in "book" study, Anderson College provides a comprehensive program of supervised activities. A Student Activities Director helps coordinate campus activities with the help of the Social Board, a student committee designed to provide wholesome activities. Some of the many campus events are intramurals for men and women, movies, dances, concerts, talent shows, tournaments, such as ping-pong and billiards, and athletic events. Anderson College has prominent intercollegiate sports in men's basketball, golf, and tennis and women's basketball, and tennis. All students who have paid an activity fee receive free admission to athletic events.

RELIGIOUS LIFE

Because Anderson College is a private institution sponsored by South Carolina Baptists, religious activities are an important facet of campus life. Students are encouraged to become involved in a local church during their stay at Anderson College, and regularly scheduled chapel programs are mandatory. Religious activities are varied, and all students, regardless of denominational affiliation, or religious faith, can find some means of expression of his/her faith under the Campus Ministries program. Denominational organizations are provided for Baptists, Methodists, and Presbyterians, and organizations for other denominations can be provided upon student request and interest. No student is excluded from participation in any religious group of his choice.

The Campus Ministries Department also provides the following opportunities: Fellowship of Christian Athletes, weekly co-educational Bible Study, and weekly Sharing groups within each residence hall that are student led. Many service projects are offered including weekly visits to campus by area mentally retarded children for recreation and Bible stories, and regular visits to nursing homes.

CAMPUS ORGANIZATIONS

In addition to the religious organizations, opportunities for service and fellowship are offered by membership in the following: Music — College Choir, Pep Band, Inner A**CT**ion Singers, Handbell Choir; Honorary — Phi Theta Kappa, Delta Psi Omega, Alpha Pi Epsilon, Gamma Beta Phi; Service — Circle K; Others — Commercial Club, Hiking Club.

Each campus organization must be approved by the College and each is under faculty or staff sponsorship. There are no national Greek-letter social fraternities or sororities at the College.

HEALTH SERVICE

On campus health care is provided mainly in Rice Health Center. A doctor visits the campus for an hour during week days, and a nurse is on duty to take care of student health needs when the doctor is not on campus.

A complete health record is required of all students. Immunization and chest X-Rays are required from students within six months of entrance into college.

STUDENT PUBLICATIONS

Student publications include "Ivy Leaves," a literary journal published once a year; the "Echoes," a newspaper published fortnightly; and the "Columns," an annual. "Ivy Leaves" is sponsored by the English Department, and short stories, poetry, drama, and art are solicited from students.

Major staff positions for the "Echoes" and the "Columns" are filled in the spring of each year. However, staff positions are always open for students who wish to serve on either publication. Over the years these two publications have received outstanding ratings in collegiate competition.

STUDENT GOVERNMENT

Every student enrolled at Anderson College is automatically a member of the Student Government Association. The object of the SGA is "to foster student interests and activities, to maintain high standards of scholarship and honor among students, to aid in administering regulations, and to transact business pertaining to the student body."

The Administration and the Board of Trustees of Anderson College believe that the welfare of the College will be advanced by the development of an efficient system of self government among the students. Students have been entrusted to share in matters relating to student conduct, loyalty and honor. Students are given as much responsibility as they can responsibly handle. It is the duty of each student to uphold the highest standards of conduct, loyalty and honor in all phases of college life.

The Student Government Association has three branches; Executive, Legislative, and Judicial. The Executive Branch is composed of a

President, Vice-President, Secretary and a President's Advisory Cabinet. The Legislative Branch is composed of Senators. Each academic class automatically has two members, and two Senators are elected for every 100 students in each class. The Vice-President of the SGA serves as the President of the Senate. The Judicial Branch is composed of a Disciplinary Committee consisting of six students and three faculty and/or staff members. The purpose of the Disciplinary Committee is to deal with charges brought against a student for violation of the Student Code of Conduct or charges referred by a Residence Hall Council.

Every student who wants to become involved in the Student Government Association has ample opportunity. The President of the SGA appoints members to committees under the jurisdiction of the SGA. Some of the committees are Elections Board, Social Board, Commuting Students Committee. Every student has an opportunity to serve whether one is commuter or resident, sophomore or freshman.

STUDENT DISCIPLINE

Anderson College is no exception in having a need to provide for student discipline. Every person, regardless of age, is subject to discipline and must learn to accept responsibility for one's own action. With this in mind a Student Code of Conduct was devised to advise students of expected behavior. Violations of the Code of Conduct are referred to the Disciplinary Committee for a hearing, and if found guilty, sentencing. "Due Process" is observed when a student appears before the Disciplinary Committee. A more detailed explanation of student rights and judicial procedures is found in the Student Handbook.

STUDENT CODE OF CONDUCT

Every student that matriculates at Anderson College is held responsible for the Student Code of Conduct. By becoming a student, one agrees to abide by regulations and policies of Anderson College. A violation of this code represents a breach between the person(s) involved and the Student Government Association. One may be brought before the Disciplinary Committee for a violation of the following:

1. Knowingly furnishing false information to the college with the intention of deceiving.
2. Misusing college records and identification cards.
3. Disorderly, obscene, or indecent conduct on the Anderson College campus or at college-sponsored events. This is extended to events in which Anderson College is officially represented.
4. Physically abusing students, guests of Anderson College or physical abuse of persons in off-campus events in which Anderson College is officially involved.
5. Mentally antagonizing a person and/or placing him/her under threat of physical harm.
6. Using fireworks on campus unless permission is received from the Dean of Student Development for use in special events.
7. Possessing firearms which includes, but is not limited to, shotguns, handguns, and ammunition.

8. The possession of, consumption of, being under the influence of, and selling of alcoholic beverages on campus or at college sponsored functions in which Anderson College is officially represented.
9. The illegal manufacturing, selling, possessing, or using of narcotics, marijuana, hypnotics, sedatives, tranquilizers, stimulants, hallucinogens, or other similar known harmful or habit-forming drugs and/or chemicals on the Anderson College campus.
10. Damage to, theft, misuse or selling of college owned property or personal property.
11. Gambling on campus.
12. Violating disciplinary regulations as handed down by the proper disciplinary body.
13. Failing to respond to a college official's request for a meeting, for identification, efforts to control a group situation, or a request in which the official feels, if unheeded, will jeopardize the student and/or the college.
14. The gathering of groups of students which poses a threat to college or private property, the disruption of the normal flow of traffic, causes injuries to persons, or involves indecent, obscene or disorderly conduct.
15. Knowingly and willfully abusing a position of trust.
16. Setting off a false fire alarm.
17. Being in or having someone in the Residence Hall of the opposite sex other than in the parlors and lounge during regular visiting hours, Open House, and at the beginning and end of school and vacation times when it is customary to help with transporting luggage.
18. Breaking into, or entering, a building that has been secured.

PRESIDENTIAL RIGHT OF DISMISSAL

The President of the College is authorized by the Board of Trustees to request the withdrawal of any student whose presence in the College, for reasons of health, conduct, or scholarship, does not meet with the approval of the administration, or whose influence, whether by word or deed, is injurious to other students or to the welfare of the institution.

OFF CAMPUS CONDUCT

Anderson College makes every effort to enforce the regulations regarding campus life. Once a student leaves the campus it is difficult if not impossible to monitor student behavior. The college firmly believes that a part of achieving responsible adulthood is accepting responsibility for one's actions. Therefore, when a student is on our campus he is under the jurisdiction of Anderson College's rules and regulations. When he is off campus he is expected to act responsibly.

Anderson College does not harbor any person who may commit a misdemeanor, felony, or criminal act while off campus. However, a person charged and convicted of a misdemeanor, felony, or criminal act will not be subject to disciplinary action by the college unless the offense is of such a nature that the person's continuing relationship with the

institution presents a clear and present danger to the other members of the college community, the community of Anderson, or impedes the academic process. In this case, the person will be subject to suspension on an interim basis until a hearing is held with the proper authorities.

If a person is found guilty of a misdemeanor, felony, or criminal act he may be requested to come before the Disciplinary Committee to present evidence as to why he is not a danger to the members of the college community, the community of Anderson, or an impediment to the academic process.

If there is any possibility that the proceedings at an Anderson College hearing may be subject to subpoena in an outside court, the College disciplinary hearings may be postponed to give the student his rights to a fair determination in the court case.

THE STUDENT'S RESPONSIBILITY

To say that Anderson College exists for students is trite because without students there would be no Anderson College. However, attendance at Anderson College is a privilege, not a right. The privilege granted a student carries with it certain expectations which are necessary for living in a community with others, attaining educational instruction, growing responsibly and maturely, and developing one's personhood. Anderson College expects each student who voluntarily registers at the institution to be in fact saying that he/she will cooperate with the expectations and regulations as found in the Student Handbook, the College Catalogue, and the Residence Hall brochures. Furthermore, students are responsible for information in the campus newspaper, the weekly campus news, and bulletin boards.

SUMMARY

As one can tell, Student Life at Anderson College covers a myriad of experiences and opportunities. Opportunities are available for personal growth both inside and outside the classroom. The student personnel staff at Anderson College would like to have the opportunity to help you continue to achieve maturity and growth in your intellectual, physical, social, and spiritual development.



admissions

In keeping with its basic philosophy of Christian higher education, Anderson College considers each applicant individually and carefully. Admission is not based upon test scores alone. In addition to the scores, the admissions committee uses the information provided by the applicant on the personal information form, the high school record, personal references, and, when deemed necessary, an individual interview with students as the basis for the admissions decision. The college does not specify a minimum entrance test score needed for admission but analyzes all of the information received on the applicant.

The applicant should be a high school graduate with a minimum of 18 units or hold a state high school equivalency certificate.

Admissions decisions will be made on a "rolling" basis for commuting students. This means that no deadline date is set for applicants but as soon as the application is completed the decision is given. Applicants with an average below 2.0 (C) will be accepted as dormitory residents after March 15 as space is available.

ENTRANCE EXAMINATION

All freshmen or transfer students applying to Anderson College must take the Scholastic Aptitude Test (Verbal and Math Sections) administered by the College Entrance Examination Board, or the equivalent test given by the American College Testing Program. Information concerning the SAT may be obtained from the admissions office at the college, from a high school principal or guidance counselor, or by writing: College Entrance Examination Board, Box 592, Princeton, New Jersey 08540. Though there is no set minimum score for the SAT, the admissions committee expects a score which indicates ability to do satisfactory college work. The SAT scores will also be used for counseling and placement of all students. Applicants should take these examinations by December of their senior year in high school. Students taking the SAT should also complete the Student Descriptive Questionnaire (SDQ) which is made available at the time of the Scholastic Aptitude Test. A student may be accepted pending receipt of SAT scores if his grade point average is sufficiently high. Information concerning ACT may be obtained from the admissions office at the college, or by writing: The American College Testing Program, P.O. Box 168, Iowa City, Iowa 52240.

STEPS IN ADMISSION PROCEDURE

1. Fill in and return the Personal Information Form to the Admissions Office, along with a non-refundable processing fee of \$15. This is the first step toward admission.
2. Request high school counselor to send: (1) a transcript of high school record to-date; (2) a final transcript after completion of senior year. A student cannot register unless a final transcript is on file. It is the

student's responsibility to have the final transcript sent to Anderson College.

3. Have Scholastic Aptitude Test (SAT) results and Student Descriptive Questionnaire (SDQ) or ACT results sent to Anderson College.
4. The applicant will be given two confidential reference forms: one to be filled in by a minister (in the event there is no church affiliation an adult friend will suffice), and the other by the high school principal, teacher, or counselor. They will complete the form and mail it to the college in the envelope provided. The references serve for admission purposes only and do not become a part of the student's permanent file.



When the above information has been received by the college, the admissions office will present the application to the Admissions Committee. A letter of acceptance, Confirmation of Intention to Attend, a medical form, and a room assignment form for resident students, will be sent to every student who is accepted. The Confirmation of Intention to Attend should be completed and returned to the Business Office of the college with the initial payment of \$50 for a resident student, or \$25 for a commuting student. TWO WEEKS is the usual maximum period of time between receipt and return of this form. If extraordinary circumstances prevent the prompt return of this form you should notify the Admissions Office to expect a delay. Registration numbers and dormitory rooms are assigned according to the date of the reservation fee payment. The room assignment form should accompany the Confirmation of Intention to Attend and initial payment of \$50 for a resident student. Arrangements should be made with a physician for a medical examination, and the form should be returned to the college as soon as possible, but prior to the student's arrival on campus.

TYPES OF ADMISSION

Regular admission is granted by Anderson College to the applicant whose high school average for college preparatory courses only is C (2.0) or better and who meets other admission requirements. Decisions are made weekly and the student is promptly notified of that decision.

Conditional admission is given to students whose high school average is below C (2.0) based on college preparatory courses. These students may take some non-credit courses to improve their academic skills depending upon the results of placement and diagnostic tests. A special curriculum is recommended to these students.

Each student enrolled in this curriculum will have several advantages and services which are not ordinarily available to other students. These services include: academic and vocational analysis, testing, counseling, and placement; specific assistance in selecting a college major, or evaluating the selection already made; and both challenging and obtainable academic goals.

The student takes courses in English, religion, psychology, physical education or ROTC, sociology, speech, health, and math. These are basic courses of a freshman year in college. In addition to this curriculum the student has the opportunity of taking a college credit course in reading development. The math and English courses are set up so that the student may take either a college credit course or a noncredit developmental course to build his skills for future success in college level work.

Students who have a G. E. D. certificate instead of a high school diploma will be admitted in this category.

RE-ADMISSION OF FORMER STUDENTS

Students who once attended Anderson College and have not attended another college since, should complete the Personal Information

Form (admissions step 1) and send to the Admissions Office. This application will be taken directly to the Admissions Committee. Former students do not pay an additional application fee. Students who have attended another college since leaving Anderson College should apply as transfer students.

TRANSFER STUDENTS

Applicants for advanced standing from other colleges must meet entrance requirements and should follow the steps in the admission procedure.

In addition, the applicant must present evidence of honorable standing and eligibility to return to the institution last attended, together with official transcripts showing specifically the subjects pursued, the duration of each course, and the grade attained. The Registrar's Office will evaluate the transcript and communicate with the student concerning credits to be transferred.

CONTINUATION OF ENROLLMENT

A student, once admitted to the college, is granted the privilege of returning for successive terms of study without additional applications to do so, provided the student maintains a satisfactory scholastic and social standing. Each semester deadline dates are established for continuing students currently enrolled to indicate their intention to return by paying the reservation fee. Forms will be provided for this purpose.

Resident students who are continuing their enrollment are given a deadline date for payment of the reservation fee to hold a place in the student body and in the dormitory. Only by paying this fee before the expiration of the deadline can a continuing student be assured of a dormitory room.

DORMITORY STUDENTS

Recent experience at this college indicates that the new student who wishes to live on campus should complete the admission process, be accepted, and send in the reservation fee no later than March 15 to be assured of a dormitory room. The actual date on which rooms are filled depends upon changes in number of applications year-by-year. The prospective student should not assume that applications for resident students will not be accepted, or that rooms will necessarily be unavailable, after March 15.

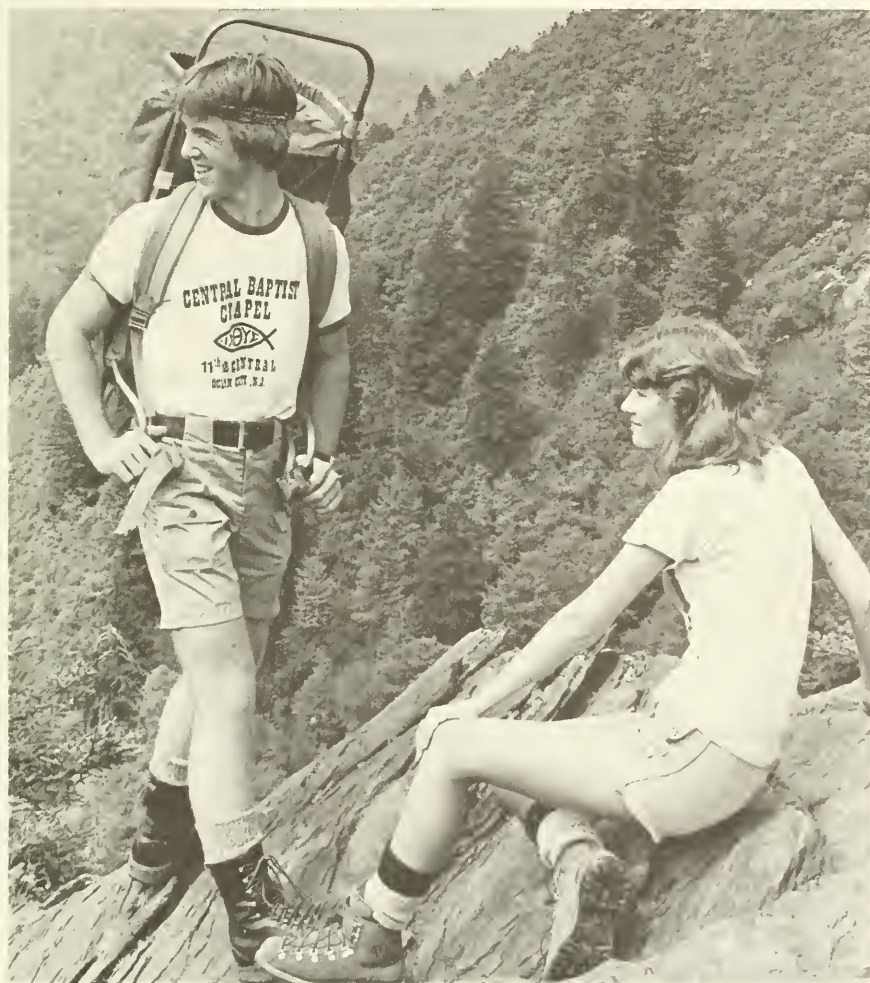
AUDITING CLASSES

Persons desiring to audit classes may do so with the approval of the Registrar. The auditing student is a "listener" in the class. He does not take examinations, and no college credit is allowed. Courses in Secretarial Science, Applied Music, Applied Art, Home Economics, and Physical Education may not be audited. The fee to audit a class is \$20 per semester hour.

finances

No student, whether at a public college or a private college, pays the full cost of his education. Students at public institutions receive the benefit of a tax subsidy and students at denominationally sponsored colleges receive the benefit of the annual gifts from the denomination, gifts from friends, and the income from endowment provided by friends of the college.

The costs listed below represent a major part, but not all, of the actual cost of the education of the student. It is a basic purpose of this college to plan finances of the institution in such a way that economies are practiced and the student is charged as little as possible to provide a quality education.



CHARGES

(Effective June 1, 1978)

TUITION

Full-time student (12 to 18) semester hours)	\$775 per semester
Part-time student (fewer than 12 semester hours in day classes)	\$ 53 per semester hr.
Evening College (plus applicable fees)	\$ 35 per semester hr.
Summer School (plus applicable fees)	\$ 35 per semester hr.
Overload (more than 18 semester hours in any one semester)	\$ 25 per semester hr.
Independent Study	\$ 53 per semester hr.
Audit (no credit given)	\$ 20 per semester hr.

NOTE: Non-credit developmental courses are charged the same as credit courses)

ROOM

\$250 per semester

MEALS

\$385 per semester

STUDENT SERVICES FEE

Resident Student	\$ 50 per semester
Non-Resident full-time student	\$ 30 per semester
Part-time student	\$ 5 per semester

(This fee is optional for Evening College students. This fee is not charged in the Summer School.)

Cost per year for full-time non-resident

student Tuition and Student services Fee \$1,610

Cost per year for full-time resident student

Tuition, Student services Fee, Room, meals \$2,920

These totals do not include books, supplies, applied music fees, and personal expenses.

INSURANCE — Available to full-time students, resident
and commuting on optional basis

\$ 27 per year

SPECIAL FEES

Application Fee

\$ 15

Registration Fee for part-time students only (Day classes,

Night classes, Summer School)

\$ 5

Laboratory Fee (Applicable to Evening College and Summer School
Students only) — Lab Fee for Astronomy, Biology, Chemistry,

Physics, Physical Science

\$ 12 per semester

Music Instruction Fee for applied music instruction in class or pri-
vate lessons:

One Sem. hr. credit

\$ 55

Two Sem. hrs. credit

\$110

Three Sem. hrs. credit

\$135

Automobile Registration

\$ 3 per year

(Additional vehicles may be
registered at 25 cents each)

Resident Student Breakage Fee Deposit ..

\$ 35 per year

EXPLANATION OF CHARGES

TUITION

The Tuition charge is the basic cost of the student's education and covers the cost of instruction. It does not include textbooks and supplies which the student purchases. A full-time student is one who, whether resident or non-resident, is taking from 12 to 18 semester hours of work including all subjects. The student who takes fewer than 12 semester hours is charged on a semester hour basis. The student who has permission to take additional hours above 18 is charged for each additional semester hour.

The part-time student pays a \$5.00 registration fee for each semester or summer term he is enrolled.

ROOM AND MEALS FOR RESIDENT STUDENTS

The resident student pays \$1,270.00 per year or \$635.00 per semester for room and meals. There is no difference in charge for residents in different dormitories. The boarding student is entitled to 21 meals a week for each week the school is in session. This does not include holidays when classes are suspended, the dormitories are closed, and the food service is suspended. No refund or cost adjustment is made for meals which the student does not eat.

STUDENT SERVICES FEE

The student services fee covers a portion of the total cost of many services and activities offered in the program of student development. Some of these are the college newspaper, yearbook, fine arts programs, athletic events, and the college program of health care.

Even though the student services fee covers most social and recreational costs to the student there are occasional and optional expenses in this area. The student pays for the use of game room recreational facilities such as billiards and ping pong. The student government association sponsors popular concerts to which tickets are sold. The student is not required to pay for additional social activities or participation in campus events except as he chooses.

INSURANCE

All full-time students are eligible to purchase the health insurance at \$27.00 per year. The insurance is a group accident and sickness policy and covers the 12 months of the school year. The student purchases this insurance for the full amount at the beginning of his enrollment. Students enrolling in January pay \$17.50 for coverage through August.

SPECIAL FEES

The *application fee* covers the clerical costs of processing the student application. This fee is non-refundable and is paid only once at the time of initial application to this college. The fee is not paid a second time for students who continue enrollment from one year to the next and is not paid by students who interrupt their enrollment for any period of time.

The laboratory fee for summer school and night school covers the cost of expendable supplies. There is no refund of tuition or fees for summer or night classes.

The *music instruction fee* covers the cost of instruction in applied music in small classes and individual instruction and the maintenance of instruments for student use in music practice.

All students, whether resident or commuting, who drive a car onto the Anderson College campus and use the college parking facilities must register this car with the college. The *automobile registration fee* registers the car from August to August. Those who register a car in the spring or summer terms register them again for the fall semester. If a student occasionally drives another car other than the one he registers (such as a parent's car) he should purchase an additional bumper sticker for this car to avoid the penalty of parking an unregistered car on campus. The student handbook contains details concerning parking regulations.

No charge is made for the issuance of a transcript of an Anderson College student.

All boarding students make a \$35.00 *property damage deposit* at the beginning of the first semester. At the end of the year they receive a 100% refund unless campus property damages are charged against them. If the student fails to return the room key \$4.50 will be deducted from this deposit and if he fails to return his post office box key \$1.50 will be deducted. The student will be held responsible for any damages in excess of the deposit.

Some physical education classes require the use of off-campus facilities and students in such classes pay a special fee for use of the facility and/or equipment.



FINANCIAL POLICIES

TERMS OF PAYMENT

As explained in the section of this catalog dealing with admissions the applicant who is notified of his acceptance sends within two weeks a pre-payment of tuition of \$50.00 for a resident student and \$25.00 for a non-resident student to hold his place in the student body. This pre-payment is credited toward the charges for the semester's tuition and other applicable charges.

All expenses for the fall semester are due August 1, and no student will be permitted to register for classes until all fees for the semester are paid. For the second semester payments are due December 15. For the summer terms and evening college the payments are due at the time of registration. A statement of fees is provided by the business office so that the student may see in detail the costs to him and arrive at a total sum of charges. The pre-payment of tuition and other basic charges is sent in advance. After registration the business office will assign fee charges which apply to the student as a result of the courses for which he registers, such as laboratory fees and music instruction fee. Checks and drafts should be drawn to the order of Anderson College.

REFUNDS

No refund is made of the application fee. No refund is made of tuition and fees paid for the summer session, for evening college, or for non-resident students taking special courses. A refund is made of the \$25 or \$50 pre-payment of tuition for the fall semester if requested prior to June 1 and for the second semester if requested prior to October 1.

Students who withdraw with proper notice in the first four weeks of a regular semester will receive adjustments on charges of tuition and activity fees as follows:

During the first week	90%
During the second week	75%
During the third week	50%
During the fourth week	25%
After fourth week	no refund

The first day classes meet will be considered the first day of the term for purposes of computing adjustments.

The student who withdraws from a lab course pays the entire lab fee if enrollment continues through the second week.

Room — No refund if registration has been completed.

Meals — Pro rata refund of unused weeks, less 10%.

FINANCIAL PENALTIES

The college always regrets the circumstances which make it necessary for the student to pay any fine or penalty fee. Parking regulations are enforced and a student who does not follow these regulations will be charged a fine as described in the student handbook. The library charges fines for students keeping books beyond the assigned period of time.

The resident students are held responsible for property damage in the dormitory, and make a deposit toward any assigned damages. As explained above, a portion of this fee is returned less assignable damages.

The student and his parents sign an application stating that they understand the rules and regulations of the college. The student is held responsible for meeting these requirements and paying any fines which, regrettably, may be incurred. Students with unpaid balances, whether for regular charges, fees, or fines, are not permitted to receive credit for courses until all accounts are settled. The college does not release a transcript of credits to a student, or to any other college, if the student has unpaid charges or fines on his account.

STUDENT BANK

The college does not advance money to students. All students are encouraged to open checking accounts at local banks and use their services for cashing checks. Resident students may deposit money in a student bank in the business office and draw money out as it is needed. There is no charge for this service. All campus purchases such as at the bookstore and canteen are made in cash.

COURTESY CHECKS

A fee of \$1.00 is charged on all checks returned by the bank for any reason.

FOREIGN STUDY TRAVEL

The college offers several programs of foreign study and travel. These courses generally last from two to three weeks. The student who enrolls in these courses pays the tuition for the course offered and also pays full expenses for the trip which is usually a package tour. Separate bulletins and announcements are prepared for these programs.

FINANCIAL AID

GENERAL INFORMATION

It is the intent of Anderson College to provide financial assistance to all accepted students who, without such aid, would be unable to attend. There are many different sources of financial aid available to qualified students. In order to treat all aid applicants fairly and to make the best use of available programs, the financial aid office has outlined these steps to follow.

Complete the admissions application and the attached Financial Aid section returning both to the admissions office.

Any forms you do not already have will be sent to you by the Financial Aid Office as they become available. It is best to complete and mail all required forms as soon as possible since most aid is awarded on a first come, first served basis for qualified applicants. First award deadline is April 1.

The Financial Aid Office awards aid to qualified applicants regardless of race, religious creed, place or national origin, or ethnic group.

FORMS

Fill out and mail the Financial Aid Form. The "FAF" form is a needs analysis system that ultimately determined how much the parents are expected to contribute to the educational costs of the student. It is a fair and equitable system of establishing how much aid each student needs. By completing the proper items on the "FAF" a student can also apply for the Basic Educational Opportunity Grant (BEOG) application. This is a government gift aid program also based on need. It is the *base* of most all of our financial aid.

If the student is a resident of South Carolina, fill out and mail a State Tuition Grant application to Columbia. This is also a gift aid program to help needy students from South Carolina who have selected certain private South Carolina colleges to attend.

We *strongly urge* all aid applicants to check with local service clubs, churches, or employers about scholarships they might offer. These types of scholarships often go unused.

If the student's full need is not met by the government, state or local programs, Anderson College will try to supplement the aid package with various college aid programs attempting to meet the full need of the student.

ANDERSON COLLEGE FINANCIAL AID FUNDS

Athletic Grants – The Athletic Department awards full or partial scholarships each year in intercollegiate sports (basketball, tennis, and golf).

Ministerial Scholarships – This is for students who are aspiring to go into church related fields as well as children and wives of ministers. It applies generally to those students not qualified for the State Tuition Grant. It is normally \$200 per year. It is 20% of tuition for part-time students.

Family Grants – When two students come from the same home (brothers or sisters), a grant is awarded equal to 10% of tuition. This grant is made provided that both students remain in college for the entire semester and neither student receives a scholarship grant. This does not normally apply to State Tuition Grant recipients.

Acteen and Royal Ambassador Scholarships – The four Baptist colleges in South Carolina will give scholarships of \$200 or more to admitted freshmen who have either earned in Acteens Studiact the Queen Regent in Service level of achievement or a Royal Ambassador Service Aid Award, the amount of each scholarship to be based upon available scholarship funds. "Scholarships are subject to renewal upon satisfactory academic achievement and exercised Christian leadership on campus. Such students will also be considered for loans and part-time work when justified by financial need.

Publication Grants – Grants will be awarded to some of the elected officers in the publication of "The Columns" and "A. C. Echoes."

Academic Merit Scholarships – The college awards a number of scholarships to students with a minimum high school grade point average of 3.7 on a 4.0 scale. Application deadline is May 1, 1978, after which a selection committee will make awards. Recipients of this scholarship are guaranteed full tuition from college funds or other grants. Applicants are expected to apply for other scholarships and grants recommended by the college Financial Aid Office.

Valedictorian Scholarships – Valedictorians are granted \$100 per year honorary scholarship the first year they attend Anderson College.

Music Scholarships – Work scholarships in piano, voice, organ and band/orchestra instruments are offered on a competitive basis to students of talent and achievement. These awards are open to high school graduates who plan to major in music. Auditions for these scholarships will be held by appointment three times a year.

Endowed Scholarships – The college has several scholarships provided by gifts of endowment funds. Most of these are for either Anderson County or South Carolina students.

The Gaines Scholarship provides full tuition to Anderson county residents financially unable to attend college.

The J. E. Rouse and Herbert C. Garrett, Jr. Scholarship, is given annually to two South Carolina Baptist pastors who desire to continue their education at Anderson College. Applicants must be currently serving as pastor of a South Carolina Baptist church. Each scholarship covers full tuition.

The Pete Stathakis Scholarship is given annually. Applicants must be residents of Anderson County and need financial assistance.

The Ed and Zana Rouse Scholarship is available to students who need financial assistance to attend Anderson College.

The Woman's Missionary Union of the Saluda Association gives two scholarships annually. The value of each is \$150. Applications should be made to the Saluda Association, 103 Dixie Drive, Anderson, S.C.

The Charles S. Sullivan Scholarship is to be used to assist worthy students.

The Thrift Brothers Scholarship is awarded annually to either men or women students attending Anderson College who plan to enter a church-related vocation.

The Eliza C. Vandiver Scholarship is available to assist worthy and needy students attending Anderson College. Those interested should apply through the Financial Aid Office.

By request of the late Virginia L. Cochran, interest from the Ernest F. and Virginia L. Cochran Memorial Scholarship is to be used as a scholarship for some deserving person or persons of Anderson County.

Interest from The Joseph Newton Brown Trust Fund is to be awarded to needy Anderson County students preparing for careers in Christian service.

The Henry Harper Scholarship is used to assist worthy students.

The Carolyne Greer Hester Scholarship is available to a student who is completely committed to foreign missionary service under the Southern Baptist Convention.

The M. B. Nannie Leopard Scholarship Fund is available to worthy students.

The Willie Sue Boleman Webb scholarship will be used to assist worthy students.

To assist a young woman with tuition expenses, the Hazel Meeks Loan Fund was established in 1962. The loan is to be repaid to Anderson College without interest in four years after the student leaves Anderson College. Preference will be given to an Anderson County student or a Baptist student. Two responsible endorsers will sign the note with the student.

GOVERNMENT FUNDS

These funds are provided by the federal government and are assigned to students by the financial aid office.

National Direct Student Loan — The NDSL is a government loan program handled by this college. These loans are awarded based on the student's need. The 3% interest rate and repayments do not begin until nine months after the student is no longer enrolled in college.

Work Grants — There are a limited number of on and off campus jobs which will usually be assigned to students who have need. Anyone can request a job application from the Financial Aid Office.

Supplementary Educational Opportunity Grant — This is a federal program specifically designed for students of exceptional financial need.

OTHER RESOURCES

Veteran Benefits — The college is approved by the Veteran's Administration. Veterans and their dependents may receive benefits to which they are entitled. The program is administered through the office of the registrar. Information may be obtained there.

Vocational Rehabilitation — Persons with physical disabilities which are vocational handicaps are eligible for financial aid from state departments of vocational rehabilitation. Information may be obtained from the vocational rehabilitation department in the student's home state.

South Carolina Loan Corporation — This is a private, non-profit service corporation which endorses low-cost, long-term loans to needy college students.

FURTHER INFORMATION

There is a publication available from most high school guidance offices and college financial aid offices listing well over one hundred other sources of financial aid.

For additional information contact:

Financial Aid Director

Anderson College

Anderson, South Carolina 29621

CONSUMER INFORMATION INDEX

Personnel in the Financial Aid office will answer any questions and provide any information concerning the following:

1. A description of all student financial aid programs available to students who enroll at Anderson College.
2. Procedures and forms for applying for such aid.
3. Rights and responsibilities of students receiving aid.
4. Criteria for continued eligibility.
5. Criteria for determining good standing and maintaining satisfactory progress.
6. Means of payment of awards and frequency of such payment.
7. Terms of any loans.
8. General conditions and terms of student employment.
9. Cost of attending the institution including direct and indirect costs.

Call 226-6181, Ext. 332,333 — Write Financial Aid Office, Anderson College, 316 Boulevard, Anderson, S.C. 29621. Come by during office hours, 8:30 AM — 4:30 PM.

Personnel: Director, Assistant Director and Receptionist.

Questions regarding the following subjects may be referred to the resources listed:

1. Refund policy of the institution for the return of unearned tuition and fees or other refundable portion of cost paid to that institution. See college catalog, page 31, or Business Office Supervisor.
2. All aspects of the academic program of the institution. See college catalog, or Academic Dean, or Registrar.
3. Data regarding student retention and the number and percentage of students completing specific program. See Registrar.



academic regulations

GRADUATION REQUIREMENTS

Anderson College offers the following degrees and certificate: Associate of Arts, Associate of Science, Associate of Fine Arts, Associate of Business Education, Associate of Arts in Fashion Merchandising, and one-year certificate in Secretarial Science. Candidates for the associate degree must earn a total of 64 semester hours and an overall grade point average of C (2.0) on all courses attempted. The students seeking the degree or the certificate in secretarial science take the courses prescribed by that department and listed elsewhere in this catalog. The students seeking the degree in Fashion Merchandising must take certain prescribed courses in that field which are described in the recommended curricula. The students seeking the Associate of Arts degree are required to take four semesters of English, two semesters of Religion, and one course in Physical Education. All graduates must earn credit in the course, Contemporary Religious Experience, for each semester of enrollment as a full time student. The intention is to make the curriculum as flexible as possible to permit the student to take the courses needed to complete requirements of a four-year Bachelor's degree at a senior college or university. Students take those subjects at Anderson College which most closely approximate and parallel the requirements of the senior college or a major field. Any exemption of Physical Education requirement must be approved in writing by the chairman of the Physical Education department and conveyed to the registrar. Any exemption to the English requirement must be approved by the student's faculty advisor, the chairman of the English department, and the registrar on a form to be provided by the registrar. The specific recommended subjects are listed in the section of this bulletin under recommended curricula.

Specific course requirements are listed for the degrees in Secretarial Science, Fashion Merchandising, and the Fine Arts degree.

Candidates for graduation need not earn all their credits at Anderson College. Students may attend another accredited college and transfer work to Anderson to apply for graduation. Of the last 30 hours presented for graduation at least 24 must be earned at Anderson College. Students who attend Anderson College, enroll in another college, and then subsequently return to Anderson College are exempted from the above provided they have a majority of their credits presented for graduation earned at Anderson College. A student who has attended this college may transfer a maximum of six semester hours from another institution to meet graduation requirements. No more than four semester hours of credit in physical education and theatre 24 may be presented for graduation.

TRANSFERRING CREDITS

Students may transfer credits to Anderson College from any college or university which is accredited by its regional accrediting agency. A

maximum of 40 semester hours or its equivalent will be accepted in transfer. Students transferring credits to Anderson College will receive credit for all passing grades. The student may transfer D grades or may choose not to transfer them according to their effect upon his overall grade point average. The grade point average is based on all courses attempted at this college and all credits accepted in transfer.

Credit earned in non-accredited colleges, in technical schools, and through non-traditional means will be evaluated individually and transfer credit awarded as deemed appropriate by the academic administration of Anderson College. Credit by examination will be given students who have completed courses in non-accredited post-secondary institutions. The student seeking such credit should confer with the assistant academic dean. A maximum of 24 semester hours credit is given for formal education in the armed services using the recommendations of the American Council on Education.

Credit earned through correspondence studies offered by an accredited college or university may be transferred to Anderson College.

Credit will be given for College Level Examination Program (CLEP) subject examinations to those who earn scores of 50 or better. A maximum of 24 semester hours of CLEP credit may be applied toward a degree at the college. No credit is awarded for CLEP general examinations.

As explained in the section on graduation requirements a student who has completed all graduation requirements except for six semester hours may transfer these hours back to Anderson College from another institution and be graduated.

ORIENTATION AND REGISTRATION

ORIENTATION

The college provides a comprehensive program of orientation, testing, advising and guidance to acquaint the new student with the college and to enable him to make the best possible adjustment to this new experience. Orientation is as much a part of the semester's work as is the week of examinations which concludes it. Students are required to complete the orientation program because it is designed to enhance chances of scholastic success.

REGISTRATION

Registration is the process of enrolling in classes for a new semester. Registration is held during the week prior to the beginning of classes in each semester. The student must present a statement of financial clearance before he registers for classes.

ACADEMIC LOAD

The academic load of college students is measured in terms of "semester hours." The student normally takes 16 semester hours each semester. This usually consists of five to six different subjects. One

tuition fee is charged to all full-time students. The student who takes over 18 semester hours is charged an additional \$25 per semester hour. Students who are working at full-time jobs while enrolled in college are not encouraged to take a full load. The academic dean may require a working student to limit his load to a specified number of semester hours (usually four classes).

A student with a D average will be advised by his faculty adviser to limit his semester hour load to 12 to 15 hours per semester.

A student with a C average will be advised to take from 16 to 18 semester hours. Students with a strong B average may receive special permission to enroll for as many as 19 semester hours. In all cases, written permission must be granted for the student to take 19 semester hours, and credit will not be given in excess of the authorized semester hour load.

RECOMMENDED CURRICULA

There is no specified maximum number of semesters a student may continue to be enrolled at Anderson College. Students who are attending only at night, or who are taking a reduced load, may take several years to complete all requirements for graduation. Written permission for 19 or more hours may be given by the Director of Academic Counseling or Assistant Academic Dean.



TESTS AND EXAMINATIONS

All students who enter Anderson College are given placement tests in Math and English. These tests are used to determine if the student is in need of remedial instruction in these subjects. Special students and transfer students who have completed these courses are not given the placement tests.

Students who have taken French or Spanish in high school are given a placement test in that language to determine their level of competence and their placement. Students who make a satisfactory score are placed in intermediate sections, rather than beginning classes, and are given credit for the courses bypassed by examination upon successful completion of the intermediate course in which they are placed.

Students stand periodic tests in all classes and stand a final examination at the end of the semester. The examinations are scheduled for all classes and the examinations are given as scheduled. When a student is absent from a test or examination the instructor for the course determines if the student is to be allowed to make up the test or exam missed. Before a student takes final examinations he is expected to pay all financial obligations to the college.

Students who have an overall average of A for the course may be exempt from a final examination at the discretion of the instructor.

The semesters work for a course ends when the final examination has been given and once the final grade has been assigned it may not be changed except to correct an error on the part of the instructor.

GRADING SYSTEM

The grades appearing on the transcripts of students at this college are as follows:

Letter Grade	Value	Grade Point
A	Excellent	4
B	Good	3
C	Average	2
D	Passing	1
F	Failing	0
I	Incomplete	0
WP	Withdrew passing	0
WF	Withdrew failing	0
NR	No report by instructor	0
X	Audit, no credit	0

Once a grade is reported to the registrar's office it may not be changed except to correct an error made by the instructor. Any change of grade to correct an error must be approved by the academic dean.

The grade designation I is a student-requested grade and is not assigned otherwise. The incomplete grade must be requested by the student before the final examination of the semester is given. The instructor may accept the request by telephone in the event of illness or other emergency that prevents the student from making the request in

person. The completion date for course requirements is worked out between the student and the instructor. If the course work is not completed by the date specified, the grade will be changed to F.

NR is a designation which may appear in the event a grade is not reported by the instructor. This is a temporary grade and will be changed to a permanent grade by the registrar at his earliest opportunity.

Grades are reported to students and to their parents regularly. At the middle of the semester the student receives a written grade report. The mid-semester grade report is a progress report to the student and his parents, and it does not become a part of the student's permanent record. At the end of the semester grade reports are mailed to the parents of the students who are minors. Instructors post grades at pre-determined locations for the benefit of their students so that the student need not wait for the report sent through the mail.

Each student is responsible for keeping his personal record of grade reports and total credits earned at college. The registrar's office will make, without charge, a copy of the student's record for him to consult. Mistakes and misunderstandings can be avoided by the student being completely knowledgeable concerning his own record.

GRADE REPORTING

Grade reports are mailed twice each semester by the registrar. Reports are mailed to students at their homes unless the registrar has been instructed otherwise. The mid-semester report is a progress report and does not become a part of the permanent record.

If a grade report is not received through the mail within a month of the end of a semester the student should contact the registrar's office. Grade reports are withheld if the student has an unpaid balance on his account.

GRADE POINT AVERAGE

The grade point average is computed by dividing the total number of grade points earned by the total number of semester hours attempted. To make satisfactory progress a student must maintain a minimum grade point average of 2.00.

REPEATING A COURSE

It is sometimes possible to overcome the consequences of poor performance by repeating a course. If a student repeats a course on which he has previously earned a grade of F, only the higher of the two grades will be computed in his grade point average. If a student repeats a course on which he has earned a grade of D or above, he will have each attempt computed in his grade point average. The maximum number of grade points that may be earned will be that of the highest grade earned. A student should consult with an academic advisor before repeating any course.

When a student plans to repeat a course he must bring this to the attention of the registrar at the time of registration.

Even though a student may repeat a course to improve a grade point average, all grades earned remain on the transcript. No grade is ever removed from the permanent record of a student even though the college may not count that grade, as described above, in computing the grade point average.

ACADEMIC STANDING OF STUDENTS

CLASSIFICATIONS

Anderson College students are classified in several different ways. Students who live on the campus are classified as resident, or boarding, students. Those who do not live on the campus are referred to as commuting students, or sometimes called day students. Because the Anderson Evening College offers classes to a large number of persons who attend only at night, some students are classified as night students. Those who are taking less than 12 semester hours are called part-time students, while those taking 12 or more hours are full-time students. Resident students must sign up for at least 12 semester hours work at the beginning of the semester as the dormitories are for full-time students only. At any time that a student's academic load drops below twelve semester hours, credit and non-credit courses, he will be allowed to remain in the dormitory only by special permission of the dean of students. There is no minimum number of semester hours or courses a student may take to be a commuting student or a night school student.

FRESHMAN AND SOPHOMORE CLASSIFICATION

When a student has earned as many as 30 semester hours he is classified as a sophomore. It is not necessary for a student to achieve sophomore standing by any certain time as his continued enrollment depends upon his grade point average rather than his semester hours earned.

ACADEMIC PROBATION

Academic probation is a term which tells a student that his performance on previous college work is not up to standard. The term indicates that he cannot expect to graduate unless his performance is improved. The student is informed by this means that he must make plans for improving his academic record if he is to remain enrolled and if he expects to earn a degree. This policy contains both a qualitative and a quantitative requirement.

1. Academic probation will not be applied to students being accepted for college work for the first time.
2. Academic probation will apply to students after they have had one term of study at this college or come as transfer students from other colleges with a deficient record as described below.
3. Students will be placed on academic probation at this college, or accepted on academic probation as transfer students, if either of the two is true.

- (1) If a student's cumulative grade point average is below 1.5 for all courses completed based on a four point scale.
- (2) If a full-time student in any semester fails to earn credit for at least 60% of the semester hours for which he enrolled.
4. A student placed on academic probation or accepted in transfer on academic probation must, in order to remain enrolled, file with the academic standards committee a statement prepared in cooperation with a college staff member qualified to give academic guidance indicating his plans to improve his grade point average. This statement will indicate the student's plans with regard to such matters as courses to be repeated, total semester hours to be attempted, allocation of time between studies and other activities, minimum grade average to be achieved to improve the average, etc. The deadline for submission of this statement is prior to registration for the first semester and before or within the first two weeks of classes in the second semester. If this statement is acceptable to the committee, the student will be notified that he may remain enrolled on academic probation.
5. A student is removed from academic probation when he improves his cumulative grade point average to 1.5 or better. The full-time student must also complete at least 60% of the hours attempted.
6. Any student on academic probation whose grade point average falls during the time he is on probation will be subject to academic suspension for a period of time to be determined by the academic standards committee.
7. Academic probation will not be noted on the face of the student's transcript but on the back.

The program of academic probation is administered by a standing committee of faculty, students, and administrative staff.

CONTINUING ENROLLMENT

Students who intend to re-enroll in the college in the next academic year are required to file with the Admissions Office a Confirmation of Intention to Enroll. If the student is in good academic standing with the college his continued enrollment is approved. Students who have an academic average below the minimum of 1.0 described above are subject to academic suspension and are continued on special guidance only by special permission of the admissions committee. Such continuation is the exception, rather than the rule.

CLASS ATTENDANCE REGULATIONS

Prompt and regular class attendance is expected of all students as an indication of responsible and serious participation in the academic program. The student should be prepared at all times to present to his instructors an acceptable reason for any class absence or tardy. In the event of any absence the student is responsible for making up all work missed.

At any time that continued class absences and tardies are a serious

detriment to the student's academic performance it may result in his being withdrawn from the class by the instructor through the twelfth week of the semester with WP or WF depending upon the student's average at the date of withdrawal.

The maximum number of absences a student may have and still receive credit for the course will depend upon his academic performance in the class, the reasons for his absences, and the decision of the instructor.

The college issues an official leave of absence to students who represent the college in college sponsored activities which make it necessary for them to be absent from classes. Sponsors of such activities must have prior administrative approval for each anticipated absence of students.



LATE ENROLLMENT AND WITHDRAWAL FROM A CLASS

DROP-ADD PERIOD

A student who encounters serious problems with his schedule or who wishes to add a class to his schedule may consult with the registrar during the first three days of the semester. A student will not normally be permitted to enter a class after this three day period.

PROCEDURE FOR DROPPING A CLASS

A student who wishes to drop a class will get a Class Withdrawal Form from the registrar's office and take it to his instructor. The instructor will return the form to the registrar with a notation of withdrew passing or withdrew failing. Classes dropped during the first two weeks of the semester are not entered on the student's permanent record. The student bears full financial responsibility for all classes in which he is enrolled at the end of the second week of classes. Students may not drop classes after the twelfth week of the semester except under extenuating circumstances.

WITHDRAWAL FROM COLLEGE

A student who finds that he must withdraw from all classes at any time other than the end of the semester should file a withdrawal form with the Counseling Center. (See page 31 for refund policy.)

DEAN'S LIST

Students of outstanding academic achievement are recognized each term by inclusion on the dean's list. These are full-time students who have a cumulative grade point average of 3.5 or better. The college holds a scholarship recognition program annually to recognize the students who are placed on the dean's list at the end of the first semester.

GRADUATION HONORS

Anderson College follows the practice of graduating students with honors and conferring suitable awards to graduates of high accomplishment.

During the commencement exercises three categories of awards are made to outstanding students. The President's Award — This award will be presented to a member of the graduating class who best exemplifies a balance between campus leadership, citizenship, scholastic aptitude, Christian commitment, and concern for fellow students. Denmark Society — During the awarding of diplomas members of the graduating class are named to membership in the Denmark Society which bears the name of the president emeritus of Anderson College, Dr. Annie Dove Denmark. Students named to this honor represent the highest Anderson College tradition in leadership, campus citizenship, scholarship and Christian character.

The graduation program and diploma designate honor graduates of

high academic attainment. The Latin phrases identify three levels of achievement based on an academic grade average with 4.0 representing an overall average of A. Cum Laude — with praise — 3.50 to 3.74; Magna Cum Laude — with great praise — 3.75 to 3.94; Summa Cum Laude — with greatest praise — 3.95 to 4.00.

STUDENT RECORDS

Anderson College maintains the following types of records on students: (a) Academic records are maintained in the Registrar's Office. (b) Admissions records are transferred from the Admissions Office to the Registrar's Office upon a student's enrollment. Confidential reference materials are destroyed prior to the student's enrollment. (c) Advising records are maintained by the Director of Academic Advising. (d) Alumni records are maintained in the Development Office. (e) Financial records are maintained in the Business Office. (f) Financial Aid records are maintained in the Financial Aid Office. Financial statements of parents are not accessible to students. (g) Medical records are maintained by the college nurse. These are not accessible to the student. (h) Personal counseling records are maintained by the Counseling Office. These are not accessible to the student. (i) Social and disciplinary records are maintained by the Dean of Student Affairs.

The records listed above, except those specified as inaccessible, may be reviewed by the student. In some instances a written request may be required, but in no instance will the college wait longer than forty-five days to provide access to the record. The student may be charged a maximum of ten cents per sheet for photocopies of his records.

If there is disagreement between the student and the custodian of the records that cannot be resolved in informal discussion, a hearing will be scheduled within forty-five days of the student's written request. The hearing will be conducted by a person who is appointed by the Chairman of the Faculty and approved by the student. The results of the hearing will be transmitted in writing to the student.

In keeping with provisions of the Federal Education Rights and Privacy Act of 1974, the college will not issue transcripts or other personally identifiable records of a student without that student's express written consent, except as indicated below:

- (a) Anderson College officials will have access to the records.
- (b) Grade reports may be mailed to parents of dependent children if the registrar is instructed to.
- (c) Records may be released in connection with a student's application for or receipt of financial aid.
- (d) Certain state and federal officials have legal access to the records.

Certain items are considered to be public information and may be released by the college without written consent unless the college is instructed to withhold such information from the public. Items of public information are: name, address, telephone listing, parents' names, date of birth, denomination, field of study, participation in officially recognized activities and sports, weight and height of varsity athletes, dates of

attendance, degrees and awards received, and previous educational institutions attended. Any student who does not want this information released by the college must communicate this in writing to the registrar by the end of the first week of classes each semester.

ANDERSON EVENING COLLEGE

ADMISSION

The admission requirements for the evening classes are the same as for all other classes for students who wish to take courses for college credit and earn credits toward graduation. As indicated in the section on admissions the college does admit highly qualified special students. An opportunity may be given to a student to enroll in an evening class as a means of evaluating his scholastic qualifications pending regular enrollment. Some classes are offered from time to time in the evening which are open for persons not seeking college credit and applicants are admitted as special students on the basis of their secondary education record and maturity.

CLASSES

Generally the curriculum of the evening classes is the same as in the day program of the college. Classes are offered on the basis of demand. Fewer science laboratory courses are available at night, and the more specialized career courses in Secretarial Science and Home Economics are not available at night.



INSTRUCTORS

The faculty for the evening classes is composed of instructors who teach in the day program of the college and is supplemented by a small number of highly qualified persons who teach only at night. All instructors meet the qualifications of college faculty members.

COSTS

The section of this bulletin dealing with finances gives the details of costs which include only a registration fee and a semester hour charge for tuition. The student purchases his own textbooks and supplies. Tuition for the semester is paid in full at the time of registration just prior to the first meeting of the classes. There is no refund for tuition and fees for the evening classes.

NIGHT CLASS ATTENDANCE

Each class meets only one night a week. When laboratory science courses are offered these have a second meeting during the week for a laboratory session. Classes meet for the entire semester and holidays are observed at any time the day classes are not meeting. Each meeting of the class is 150 minutes in duration, not counting break time, and involves the work of three full class periods in the day session. Because each meeting of the class is equivalent to a week's work in the day session it is very important that students not be absent at any time during the term. Instructors must approve all absences and these must be due to emergencies beyond the control of the student. Loss of credit can result if the student is absent several times from a night class, regardless of the circumstances.

FURMAN AT ANDERSON PROGRAM

Anderson College and Furman University have initiated a program whereby Anderson College facilities are made available to Furman University in the evening. Students who have completed their first two years of college study may complete a third year in Anderson before going to the Furman Campus for the senior level studies. This program is administered by the Division of Continuing Education of Furman University. For additional information contact the director of this division at Furman University.

SPECIAL POLICY FOR STUDENTS RECEIVING VA BENEFITS

Students who receive VA educational benefits are subject to special rules with regard to academic probation and course withdrawal. These rules are imposed by the governmental agency.

Recipients of VA benefits may not be certified for such benefits for more than one semester of academic probation. In some instances the student may be eligible to continue as a student of the college without the VA benefits.

Recipients of VA benefits who withdraw from a course after mid-semester will receive a grade of F for the course unless the withdrawal was made necessary by extenuating circumstances.

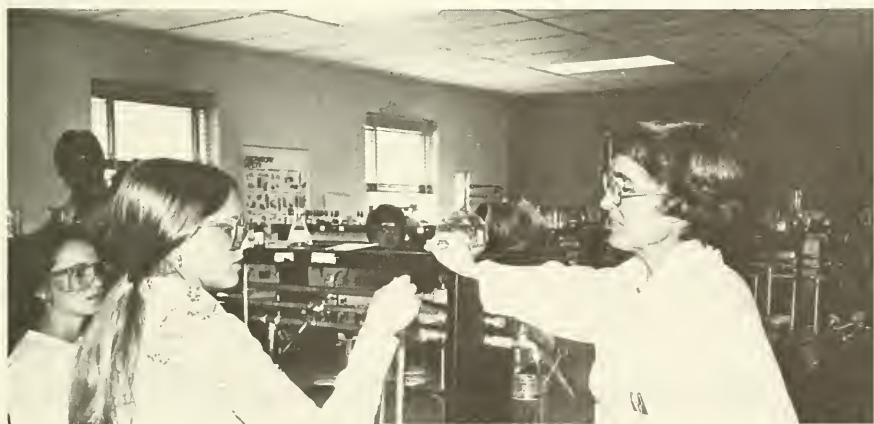
recommended curricula

The section of this catalogue on the academic program describes the degrees and certificates awarded to graduates of Anderson College. The curricula in business education, fashion merchandising and the AFA curriculum in music describe courses *required* for graduation with the degree or certificate in that field. All the other curricula described in this section of the catalogue are *recommended only*.

The student must earn a total of 64 semester hours and an overall grade point average of 2.0 which is C. All students who graduate from Anderson College must earn credit for four semesters of English. Additionally, the graduate must earn credit for the two semesters of Religion. The student takes one course in physical education. ROTC may be taken in lieu of Physical Education to meet this requirement. Credit in the course, Contemporary Religious Experience, must be earned for each semester of full-time enrollment. Beyond these there are no other courses required for graduation. This flexibility of curriculum is intended to make it possible for the student to select those courses at Anderson College which most closely parallel the lower division program at the senior college of his choice in preparation for the major of his choice. The majority of Anderson College students plan to transfer to a senior college or a university, and therefore, the curriculum at this institution is flexible enough to allow students to prepare to enter the junior class, having all the correct courses in the first two years, and pursue studies in their major.

The student who is undecided about either a major or a senior college, or both, should follow the liberal arts curriculum as it most nearly approximates the general education requirements in the first two years of higher education.

The section of the catalog on academic regulations should be consulted for information concerning courses transferred from other institutions to meet graduation requirements.



ACADEMIC DEVELOPMENT CURRICULUM

This course of study is recommended, and in some cases required, of students who are admitted conditionally because of less than adequate academic preparation for college work. These courses are designed to boost the student's academic performance and to compensate for scholastic weaknesses as indicated by previous grades, SAT scores, and placement tests.

First Semester	Semester Hours
*English 10 or 11	0 or 3
Psychology 11 — General	3
*Reading 10 or 13	0 or 3
Reading 15 — How to Study in College	1
Physical Education or ROTC	1
Electives	4
	<u>9 to 15</u>

Second Semester	Semester Hours
English 10, 11 or 12	3
Choose two from these:	6
Sociology 13	
Speech 11	
Health 21	
Religion	3
*Math 10 or 11	0 or 3
Reading 14	2
Physical Education or ROTC	1
	<u>15 or 18</u>

* Courses number 10 are non-credit developmental (remedial) courses.

ART

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
Art 21 & 22 — Appreciation	6
Art 15 — 2-D Design	3
Art 11 — Basic Drawing & Composition	3
Art 12 — Basic Painting	3
Social Science	3
Physical Education or ROTC	1
Elective	3
	<u>34</u>

Second Year	Semester Hours
Literature	6
Art 24 — Advanced Drawing	3
Art 23 — Intermediate Painting	3
Art 25 — Advanced Painting	3
Music Appreciation	3
Art 16 — 3-D Design	3
Math/Nat. Science	8
Elective	3
	<u>32</u>

Students should check programs at transfer institution for art and foreign language requirements.

ALLIED HEALTH

The following curricula are recommended for the Associate of Science degree to transfer to the Medical University of South Carolina or university where the Bachelor of Science degree in these fields is to be completed.

	Cyto- technology	Dental Hygiene	Medical Records Administration	Medical Technology	Occupational Therapy	Physical Therapy	Radiologic Technology	Respiratory Therapy
English	12	12	12	12	12	12	12	12
Mathematics	6	6	6	6	6	6	6	6
General Biology	8	8	8	8	8	8	8	8
Anatomy				4		4		
General Chemistry	8	8	8	8	8	8	8	8
Organic Chemistry				8				
General Physics					8	8	8	8
Science Elective		8						
Religion	6	6	6	6	6	6	6	6
General Psychology		3			3	3		3
Abnormal Psychology					3	3		
Introductory Sociology		3						
Speech		3						3
History								
Social Science Electives	12		12	12	6	6	12	9
PE/ROTC	2	2	2	2	2	2	2	2
Free Electives	10	5	10		2		2	
Totals	64	64	64	66	64	66	64	65

BUSINESS ADMINISTRATION

This curriculum is recommended for the student who intends to enter business after graduation from Anderson College or to transfer to a senior institution to major in any of the many fields of business administration. Students interested in preparing for careers in accounting, management, marketing, finance, industry and administration should pursue this course of study. See also the recommended curriculum in Textile Technology.

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition	6	Literature	6
Religion	6	Business Administration	
*Math 13 & 14 — Mathematical Analysis	6	21 & 22 — Economics	6
Business Administration 15 —		Business Administration	
Management	3	11 & 12 — Accounting	6
Directed Electives	9	**Chemistry 13 & 14 — General	
Physical Education or ROTC	2	Chemistry	
	<u>32</u>	or	
		Astronomy 11	
		or	
		Physical Science 11 & 12	8
		Political Science 11 — American	
		National Government	3
		Physical Education or ROTC	
		(Optional)	2
		Directed Electives	3
			<u>32-34</u>

*The placement test in math will indicate if the student should take Math 13 and 14 or first take Math 11, or Math 10 and 11, as prerequisite to mathematical analysis.

**Consult the catalogue of the senior college for requirements in laboratory sciences. Twelve semester hours of laboratory science are generally recommended.

BUSINESS EDUCATION

This curriculum is *required* for those students who wish to earn the Associate of Arts in Business Education.

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition	6	Literature	6
Religion	6	Business Education 13 &	
Business Education		14 — Advanced Shorthand	6
9 & 10 — Elementary Shorthand		*Directed Elective	3
or		Psychology 11 — General Psychology	3
11 & 12 — Intermediate Shorthand	6	Math 19 — Retailer & Consumer	9
Business Education		Business Education	
17 & 18 — Elementary Typewriting		26 — Office Practice	3
or		21 & 22 — Advanced Typewriting	4
19 & 20 — Intermediate Typewriting	4	Business Administration 11 —	
Business Education		Accounting	3
24 — Office Machines		Physical Education (Optional) or ROTC	1
and Management	3		<u>32</u>
25 — Introduction to Business	3		
27 — Business Communications	3		
Physical Education or ROTC	1		
	<u>32</u>		

* Business Education 28 — Medical Office Practice may be taken by arrangement with the department. Math 24 — Computer Programming may be taken. Math placement test required.

One-Year Secretarial

The one-year curriculum is planned for those who expect to work after the one year in college. Through intensive training students acquire accuracy and speed and are prepared for responsible positions of many types. Anderson College certificates are awarded at commencement to those who meet the requirements for the course and have earned thirty-four semester hours with sixty-eight quality points. A typewriting speed of forty-five and dictation rate of eighty words a minute are expected for the certificate.

Semester Hours	Semester Hours
English 11 & 12 — Composition 6	Business Education
Business Administration 11 —	24 — Office Machines and
Accounting 3	Management 3
Math 19 — Retailer & Consumer 3	25 — Introduction to Business 3
Business Education 9 & 10 —	27 — Business Communications 3
Elementary Shorthand	Religion 3
or	<u>34</u>
11 & 12 — Intermediate Shorthand . 6	
Business Education	
17 & 18 — Elementary Typewriting	
or	
19 & 20 —	
Intermediate Typewriting 4	

Physical Education is not required of one-year secretarial students.

Church Office Administration

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition 6		Literature 6	
Religion 6		Religion 6	
Business Administration 11 —		Business Education	
Accounting 3		26 — Office Practice 3	
Business Education		13 & 14 — Advanced Shorthand . . . 6	
9 & 10 — Elementary Shorthand		21 & 22 — Advanced Typewriting . . 4	
or		Speech 11 — Public Speaking 3	
11 & 12 — Intermediate Shorthand . 6		Directed Elective 3	
Business Education		Physical Education (Optional) or ROTC 1	
17 & 18 — Elementary Typewriting		<u>32</u>	
or			
19 & 20 — Intermediate Typewriting 4			
Business Education			
24 — Office Machines and			
Management 3			
27 — Business Communications . . . 3			
Physical Education or ROTC 1			
<u>32</u>			

ELEMENTARY AND SECONDARY EDUCATION

This curriculum is for the students who plan to major in education in a senior college in preparation for a career in public school teaching or administration. The student should consult the official teacher education and certification requirements of the state in which he plans to teach to be certain of meeting appropriate educational requirements.

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition	6	Literature	6
Religion	6	Chemistry 13 & 14 — General	
Biology 11 & 12 — Botony and Zoology	8	Chemistry	8
*Mathematics 11 & 12 — College		or	
Algebra and Trigonometry		Physical Science 11 & 12	
or		or	
Mathematics 15 & 16 — Mathematics		Astronomy 11	
for Elementary Teachers	6	History 11 & 12 — Western Civilization	6
Art 21 — Art Appreciation	3	Health 21 — Health Education	3
Physical Education or ROTC	2	Psychology 11 — General Psychology .	3
Education 11 — Orientation	1	**Elective	3
	32	Physical Education or ROTC (Optional)	2
		Music 15 — Music Appreciation	3
			34

*Elementary Education: Math 15 & 16
Secondary Education: Math 11 & 12

**Students who plan to teach in South Carolina should elect six additional semester hours in the social sciences such as History, Economics, Sociology, Psychology or Political Science. Electives should be selected to satisfy the degree requirements of the specific college to which the student will transfer.

ENGINEERING

This curriculum is coordinated with the requirements for engineering degrees. The pre-engineering student takes calculus as his first college course in math. All math below that level is considered remedial in terms of the engineering degree requirements whether it is taken at Anderson College or at a University. Students following this recommended program should be able to transfer all credits to a senior college and earn a degree in engineering.

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition	6	Literature	6
Religion	6	Physics 21 & 22 — General Physics . .	8
Biology 11 — Botany	4	Math 26 — Calculus	4
Chemistry 13 & 14 — General		B. A. 21 — Economics	3
Chemistry	8	Sociology 13 & 14 — Introduction	
Math 21 & 22 — Geometry & Calculus	8	and Social Problems	6
Physical Education or ROTC	2	Psychology 11 — General Psychology .	3
	34	Physical Education or ROTC (Optional)	2
			32

FASHION MERCHANDISING

Students who earn the Associate of Arts degree in Fashion Merchandising must complete the basic graduation requirements, the five courses in Fashion Merchandising (11, 12, 21, 22, and 23) and additional related courses to complete the 64 semester hours.

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition	6	Literature	6
Fashion Merchandising 11 — Principles of Fashion Merchandising	3	Fashion Merchandising 21 — Display, Advertising & Sales Promotion	3
Fashion Merchandising 12 — Textiles	3	*Fashion Merchandising 22 — Fashion Merchandising Practicum	3
Religion	6	Fashion Merchandising 23 — Merchandising Management	3
Business Administration 11 — Accounting	3	Business Administration 21 or 22 — Economics	3
Home Economics 12 — Basic Clothing	3	Home Economics 22 — Advanced Clothing and Design	3
Home Economics 15 — Interior Design	3	Psychology 11 — General Psychology	3
Physical Education or ROTC	1	Speech 11 — Fundamentals	3
Business Education	2	Physical Education or ROTC	1
	<u>33</u>	Elective	3
			<u>31</u>

HOME ECONOMICS

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition	6	Literature	6
Religion	6	Chemistry 13 & 14 — General Chemistry	8
Biology 11 & 12 — Botany and Zoology	8	Home Economics	
Home Economics		15 — Interior Design	3
11 — Foods	3	22 — Advanced Clothing and Design	3
12 — Basic Clothing and Design	3	Art 21 or 22 — Appreciation or Music 15 — Appreciation	3
Psychology 11 — General Psychology	3	History 11 & 12 — Western Civilization	6
*Directed Elective	3	Fashion Merchandising 12 — Textiles	3
Physical Education or ROTC	1		<u>32</u>
	<u>33</u>		

* Recommended electives in Home Economics are Math 11. College Algebra, and Political Science 11.

HOMEMAKERS AND BUSINESS — TERMINAL

This curriculum is designed for the young woman who wishes to prepare for a career in secretarial work and an effective role as a homemaker. It combines basic courses from home economics and business education.

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
Business Education	
9 & 10 — Elementary Shorthand	
or	
11 & 12 — Intermediate Shorthand	
or	
Business Administration	
11 & 12 — Accounting	6
Home Economics	
11 — Foods	3
12 — Basic Clothing and Design . .	3
Business Education	
24 — Office Machines and	
Management	3
17 & 18 — Elementary Typewriting	
or	
19 & 20 — Intermediate Typewriting	4
Physical Education or ROTC	2
	<u>33</u>

Second Year	Semester Hours
Literature	6
Psychology 11 — General Psychology .	3
Sociology 21 — The Family	3
Home Economics	
15 — Interior Design	3
21 — Advanced Clothing and Design	3
Business Education	
13 & 14 — Advanced Shorthand	
or	
27 — Business Communications	
or	
Business Administration 13 —	
Business Law	3-6
Art 21 or 22 — Art Appreciation	3
Directed Elective	3
Physical Education (Optional)	
or ROTC	2
	<u>32-35</u>

INTERIOR DESIGN

First Year	Semester Hours
English 11, 12	6
Religion	6
Art 21 — Appreciation	
and History	3
B.A. 11 — Accounting	3
Sociology	3
Speech 11	3
F.M. 12 — Textiles	3
Physical Education or ROTC	1
Art 15 — Two Dimensional Design . . .	3
	<u>31</u>

Second Year	Semester Hours
Literature	6
Art 31 — Design Drawing	3
Fashion Merchandising 21	3
Home Economics	
15 — Interior Design	3
Fashion Merchandising 11 — Principles	
of Merchandising	3
Psychology 11	3
Fashion Merchandising 23 —	
Merchandising Management	3
Directed Electives	6
	<u>33</u>

JOURNALISM

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
History 11 & 12 — Western Civilization	6
Modern Language 11 & 12 — Elementary French or Spanish	8
Journalism 21 — Introduction to Mass Communication	3
and Journalism 13 — Reporting	3
Physical Education or ROTC	2
	<u>34</u>

Second Year	Semester Hours
Literature	6
Modern Language 21 & 22 — Intermediate French or Spanish	6
History 21 & 22 — American History .	6
Math or Natural Science	6-8
Electives	6
Physical Education (Optional) or ROTC	2
	<u>32-34</u>

Opportunities are available for practical experience in Journalism in student publications.

LIBERAL ARTS

This curriculum is designed to be flexible enough to meet the basic general education requirements of the first two years of most senior colleges and universities in the broad range of liberal arts programs. It is also intended for those students who are undecided about a major field of study and/or the senior institution to which he will transfer. The student will receive major assistance from a faculty adviser in building a program of study relevant to the particular needs of the individual.

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
Modern Language 11 & 12 — Elementary French or Spanish	8
Math or Science Electives	6-8
Directed Electives	3-6
Physical Education or ROTC	2
	<u>31-36</u>

Second Year	Semester Hours
Literature	6
Modern Language 21 & 22— Intermediate French or Spanish	6
Social Science Electives	12
Directed Electives	6-8
Physical Education or ROTC (Optional)	2
	<u>32-34</u>

MINISTRY AND CHURCH-RELATED VOCATIONS

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
Modern Language 11 & 12 — Elementary French or Spanish	8
Math or Natural Science Option	6-8
History 11 & 12 — Western Civilization	6
Physical Education or ROTC	2
	<u>34-36</u>

Second Year	Semester Hours
Literature	6
Religion	6
Modern Language 21 & 22 — Intermediate French or Spanish	6
Directed Electives	14
	<u>32</u>

MUSIC

The following is the required curriculum for the AFA degree in music. This is a curriculum for students transferring to senior colleges and universities to major in either vocal, instrumental, keyboard, music education, church music, music theory and composition, music therapy, and music business degrees. Consult the section of music in the course descriptions for details concerning music entrance requirements and other departmental policies.

Semester Hours	Semester Hours
English 11 and 12 6	*Applied Music Principal Area
English Literature 3	MUA 13, 14, 23, 24 8
Religion 6	**Applied Music Secondary Area
Physical Education or ROTC 1	MUA 11 4
Music Theory — MUS 11, 12, 13, 14 .. 8	Introduction to Music and
Music Theory — MUS 21, 22, 23, 24 .. 8	Recital (Four semesters) NC
Introduction to Music History	***Non-Music Electives 12-14
and Literature MUS 25, 26 4	64
Music Ensembles (See notes	
in course descriptions)..... 2-4	

* The music major must attain MUA 24 level of competence either through audition/examination or the taking of the MUA 13, 14, 23, and 24 courses.

** The music major must earn four semester hours in a secondary applied area (MUA 11). For most music majors these hours will be earned in piano performance. Piano is required until the required proficiency is achieved.

The “applied” music courses are the courses in musical performance taught individually or in small classes. The music major is instructed in two fields of music performance, one as his principal and the other as his secondary. The choices for the major and minor are: Voice; Piano; Organ; or Instrumental Music. Consult the section of course descriptions on applied music for details.

*** Students should check the general education requirements of the senior college of their choice to be sure that they complete in the first two years courses in languages, science, and social sciences recommended by the senior college.

PHYSICAL EDUCATION

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition 6		Literature 6	
Religion 6		Chemistry 13 & 14 — General	
Biology 11 & 12..... 8		Chemistry 8	
Math 11 & 12 6		History 11 & 12 — Western Civilization 6	
Directed Electives 6		Art 21 or 22 — Art Appreciation 3	
Physical Education or ROTC 2		Music 15 — Music Appreciation 3	
34		Health 21 — Health Education 3	
		Directed Elective 3	
		Physical Education (Optional, but	
		recommended) or ROTC 2	
		34	

PRE-LIBRARY SCIENCE

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
History 11 & 12	6
Natural Science	8
Modern Language 11 & 12 — Elementary French or Spanish	8
Physical Education or ROTC	2
	<u>38-40</u>

Second Year	Semester Hours
Literature	6
Modern Language 21 & 22 — Intermediate French or Spanish	6
Secretarial Science 15 & 16 — Personal Typing	4
Health 21 — Health Education	3
Art 21 or 22 — Art Appreciation	3
Music 15 — Music Appreciation	3
Directed Electives	6
Physical Education or ROTC (Optional)	2
	<u>33</u>

PRE-MEDICAL AND PRE-DENTAL

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
Chemistry 13 & 14 — General Chemistry	8
Biology 11 & 12 — Botany and Zoology	8
Directed Elective	3
Physical Education or ROTC	2
	<u>33</u>

Second Year	Semester Hours
Literature	6
Biology 22 — Human Anatomy and Physiology	4
Directed Elective	6
Physics 21 & 22 — General Physics	8
Chemistry 21 & 22 — Organic Chemistry	8
Physical Education or ROTC (Optional)	2
	<u>34</u>



PRE-NURSING

Due to the wide variations in curriculum requirements of the various Schools of Nursing in colleges and universities, all Pre-Nursing students, with the aid of an adviser, will structure their programs of study at Anderson College to meet the specific requirements of the senior institutions to which they plan to transfer. It is important that these students make an early choice of a senior institution, and they should plan to transfer to that institution at the end of the second or third semester of study.

The Emory University School of Nursing is operating a 2+2 program for transfer students. The lower division requirements for this program are such that Anderson College students may easily transfer at the end of two years.

Admissions requirements by the University are high, so the student transferring into this program will likely be the one of high motivation and performance.

Recommended Curriculum at AC for Students Planning to Transfer to Emory Nursing Program:

Semester Hours	Semester Hours
*English 11, 12, 25/26/2712 hrs.	**General Psychology 3 hrs.
*Religion6 hrs.	**Introductory Sociology 3 hrs.
**General Biology8 hrs.	**History elective 3 hrs.
**General Chemistry8 hrs.	*P.E. or ROTC 1 hr.
**Organic Chemistry4 hrs.	Electives 13 hrs.
**Mathematics elective3 hrs.	64 hrs.

* Required by Anderson College for Associate Degree

** Required by Emory University as prerequisite for admission.

Note: The student in this program SHOULD NOT take Biology 22.

PRE-PHARMACY*

First Year	Semester Hours	Second Year	Semester Hours
English 11 & 12 — Composition 6		Literature 6	
Religion 6		Directed Electives 6	
Mathematics 11 & 12 — College		History 11 & 12 — Western Civilization 6	
Algebra and Trigonometry 6		Physics 21 & 22 — General Physics... 8	
Biology 11 & 12 — Botany and Zoology 8		Physical Education (Optional) or ROTC 2	
Chemistry 13 & 14 — General		Chemistry 21 & 22 — Organic	
Chemistry 8		Chemistry 8	
Physical Education or ROTC 2		36	
	36		

* This recommended curriculum is based upon the requirements of one institution to which many students transfer (The Medical University of South Carolina). Students who plan to transfer to other institutions should consult the catalogs of those institutions prior to registrations.

PRE-SOCIAL SERVICE

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
History 11 & 12 — Western Civilization 6	
Sociology 13 — Introduction, and	
14 — Social Problems	6
Modern Language 11 & 12 —	
Elementary French or Spanish	8
Physical Education or ROTC	2
	<u>34</u>

Second Year	Semester Hours
Literature	6
Natural Science	8
Psychology 11 — General Introduction,	
and 12 — Child Growth and	
Development	6
Modern Language 21 & 22 —	
Intermediate French or Spanish	6
.....	9
Physical Education (Optional) or ROTC	2
	<u>34</u>

* Suggested Electives are Speech 11, Psychology 22, Political Science 11, Health 21, and Sociology 21.

PRE-TEXTILE TECHNOLOGY

First Year	Semester Hours
Chemistry 13 & 14 — General Chemistry	
or	
Physics 21 & 22 — General Physics ...	8
English 11 & 12 — Composition	6
Mathematics 13 & 14 — Math	
Analysis I and II	6
Religion	6
History 11 — Western Civilization ...	3
Business Administration 13 —	
Business Law	3
Physical Education or ROTC	2
	<u>34</u>

Second Year	Semester Hours
Business Administration 11 &	
12 — Accounting	6
Literature	6
Business Administration 21 &	
22 — Economics	6
Sociology 13 — Introduction to	
Sociology	3
Psychology 11 — General Psychology .	3
Directed Elective	3
Fashion Merchandising 12 — Textiles	3
Physical Education or ROTC	2
	<u>32</u>



SPEECH

First Year	Semester Hours
English 11 & 12 — Composition	6
Religion	6
Modern Language 11 & 12 — Elementary French or Spanish	8
History 11 & 12 — Western Civilization	6
Speech 11 — Public Speaking	3
Theater 23 — Introduction to Theater	3
Physical Education or ROTC	2
	<u>36</u>

Second Year	Semester Hours
Literature	6
Modern Language 21 & 22 — Intermediate French or Spanish	6
Natural Science	8
Theater 24 — Theater Production	1
Psychology 11 — General Psychology	3
Directed Electives	6
Physical Education (Optional) or ROTC	2
	<u>32</u>



course descriptions

AEROSPACE STUDIES

Aerospace Studies 11

US Military Forces

An introduction to the functions of US Military Forces (with primary emphasis on the US Air Force) which includes an introduction to national defense policy. The course describes the functions of military forces according to broad categories of strategic offensive, strategic defensive, general purpose, and aerospace support forces (includes corps training lab).

1 class period and 1 lab period per week

Prerequisites: none

Credit: 1 semester hour

Aerospace Studies 12

US Military Forces

A continuation of Aerospace Studies 11.

1 class period and 1 lab period per week

Prerequisite: Aerospace Studies 11

Credit: 1 semester hour

Aerospace Studies 21

The Developmental Growth of Air Power

A study of defense organization, general and limited war, policies and strategies of the Soviet Union and China, US Defense Alliances and a review of the making of defense policy. (includes corps training lab).

1 class period and 1 lab period per week

Prerequisite: Aerospace Studies 12

Credit: 1 semester hour

Aerospace Studies 22

The Developmental Growth of Air Power

A continuation of Aerospace Studies 21.

1 class period and 1 lab period per week

Prerequisite: Aerospace Studies 21

Credit: 1 semester hour

ART

Art 11

Basic Drawing and Composition

A basic course in representational drawing using basic media (charcoal, pencil, brush and ink, and pen and ink), developing ability to show still life objects, plants, animals, architecture and landscape. Pictorial composition and art criticism are also included.

Credit: 3 semester hours

Art 12

Basic Painting

An introductory course in painting in which students explore a variety of approaches in producing original paintings from building the stretchers to framing when appropriate. The student will be expected to try several styles of painting.

Prerequisite: Art 15

Credit: 3 semester hours

Art 15

Two-Dimensional Design

A fundamental course to help the student discover how art elements such as color, shape, texture, etc., work together in composition and can be used abstractly to communicate mood, feeling or ideas.

Credit: 3 semester hours

Art 16

Three-Dimensional Design

A basic design workshop, in which the student will create sculptural works in a variety of media, including plaster, wood and "found objects." Taught by individual/group projects, demonstrations, individual attention, and class discussion/projects.

Credit: 3 semester hours

Prerequisite: Art 15 or permission of instructor

Art 21, 22

Art History and Appreciation

Chronological sequence of major art styles from prehistoric to the Twentieth Century, major cultural influences on art production, analysis of individual styles and art works, examination of aesthetic criteria, and recognition of stylistic characteristics.

Credit: 3 semester hours each

Art 23

Intermediate Painting

A continuation of Painting I in which the student pursues his chosen style or mode of painting in-depth developing a personal and meaningful approach to painting.

Prerequisite: Art 12

Credit: 3 semester hours

Art 24

Advanced Drawing

In this course the emphasis is on developing a "thinking hand" with regard to perspective and foreshortening, modeling, lighting, descriptive drawing, the nature of picture plane and the principle of contemporary styles.

Prerequisite: Art 11

Credit: 3 semester hours

Art 25

Advanced Painting

An advanced painting course to further develop the student's skills and individuality of approach in his particular style and medium. The course is designed for the art major in preparation for competitive exhibits and for a graduate show.

Prerequisite: Art 12 or 23

Credit: 3 semester hours

Art 31

Design Drawing

An advanced course to help students develop the skills needed to present interior designs in perspective drawing. Taught in a studio setting, emphasis will be placed on each individual's attainment of sequential skill levels as the semester progresses.

3 class periods per week plus studio work on design projects

Credit: 3 semester hours

ASTRONOMY

Astronomy 11

Modern Astronomy

Appearance of the celestial sphere, motions in the sky, historic worldviews, planet earth; timekeeping; seasons, the moon, the sun; solar energy, the solar system, telescopes, multiple stars, variable stars, the Milky Way Galaxy, distant galaxies.

3 class periods and 1 lab period per week, usually at night

Prerequisites: none

Credit: 4 semester hours

BIOLOGY

Biology 11

General Biology — Botany

The first semester of General Biology will deal primarily with the fundamental concepts of biology (cell concept, hierarchy or organization, evolution of structure and function, and the dynamic nature of life processes) and the study of the plant kingdom.

3 class periods and 1 lab period per week

Prerequisites: none

Credit: 4 semester hours

Biology 12

General Biology — Zoology

The second semester is a continuation of Biology 11, progressing with a study of the major animal phyla and climaxing with a study of man.

3 class periods and 1 lab period per week

Prerequisite: Biology 11

Credit: 4 semester hours

Biology 22

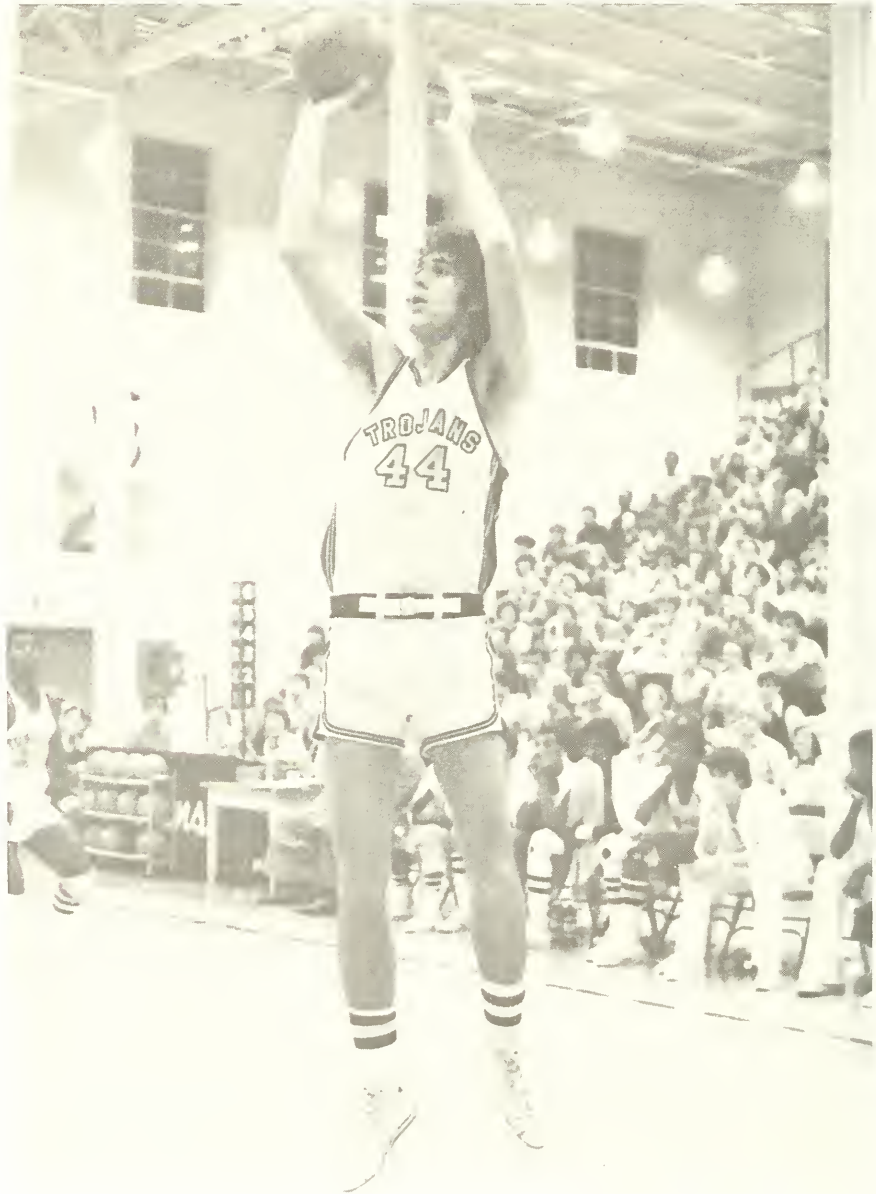
Human Anatomy and Physiology

An intensive study of the human body, its systems, and their functions; dissection will be done with related animals.

3 class periods and 1 lab period per week

Prerequisites: Biology 11 and 12

Credit: 4 semester hours



BUSINESS ADMINISTRATION

(See also course descriptions under Fashion Merchandising and Business Education)

Business Administration 11

Principles of Accounting

This course covers the accounting cycle; accounting for a merchandising enterprise; receivables and payables; deferrals and accruals; plant assets; and accounting systems. The preparation, interpretation, and use of accounting statements are also presented.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Business Administration 12

Principles of Accounting

This course is a continuation of Business Administration 11. Areas to be covered include accounting principles, partnerships and corporations, control accounting, decision making, and financial statement analysis.

3 class periods per week

Prerequisite: Business Administration 11

Credit: 3 semester hours

Business Administration 15

Principles of Management

This course introduces the student to managerial functions and processes such as decision making, planning, organizing, leading, controlling, communicating, and motivating. Behavioral and organization structures and the tools to achieve them are studied.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Business Administration 21

Principles of Economics

This course deals primarily with macroeconomics, which focuses on the total performance of an economic system with changing incomes, employment, and activity of business as a whole. Areas to be covered include economic foundations; national income, employment, and prices; and economic growth.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Business Administration 22

Principles of Economics

This course deals primarily with microeconomics, which focuses on the way individual households and businesses behave, and the way their interactions govern the uses society makes of its productive resources.

Areas to be covered include markets, the price system, and the allocation of resources; the redistribution of income and economic power; public goods, income redistribution, and the public sector; the international economy; and a changing economic world.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Business Administration 23

Business Law

Major areas of emphasis include law and society, government and business, contracts, agency and employment, according to the Uniform Commercial Code.

Prerequisites: none

Credit: 3 semester hours

Business Administration 24

Business Law

Studies negotiable instruments, commercial paper, sales, personal property & bailments.

Prerequisites: none

Credit: 3 semester hours

BUSINESS EDUCATION

Business Education 9

Elementary Shorthand

Elementary shorthand is a course for all beginners of shorthand. It includes the building of a basic foundation in the theory of Gregg Shorthand, Diamond Jubilee Series. It also covers the development of fluency in reading, taking dictation, and transcribing shorthand, with attention given to vocabulary, grammar, and punctuation. Dictation begins with writing familiar matter with the book open and progresses to writing new matter at 50-70 words per minute. Transcription begins with writing in longhand, and transcription at the typewriter is then introduced.

3 class periods and 2 lab periods per week

Prerequisites: none

Credit: 3 semester hours

Business Education 10

Elementary Shorthand

A continuation of Business Education 9, this course reinforces theory. A dictation speed of 60-80 words per minute is expected.

3 class periods and 2 lab periods per week

Prerequisites: Business Education 9 or placement test equivalent

Credit: 3 semester hours

Business Education 11
Intermediate Shorthand

Intermediate Shorthand is a course for freshmen students who have completed some shorthand in high school. It includes further mastery of Gregg Diamond Jubilee shorthand theory, with emphasis on dictation speed building of new material. The ability to transcribe meaningful copy at the typewriter is developed further, and students are introduced to business terms and office-style dictation.

3 class periods and 2 lab periods per week

Prerequisites: High school shorthand and satisfactory performance on placement test

Credit: 3 semester hours

Business Education 12
Intermediate Shorthand

This is a continuation of Business Education 11. Emphasis is placed on building dictation and transcription speeds on new material and studying special transcribing techniques.

3 class periods and 2 lab periods per week

Prerequisites: Business Education 11 or satisfactory performance on placement test

Credit: 3 semester hours

Business Education 13
Advanced Shorthand

Advanced Shorthand includes a review of Gregg Diamond Jubilee shorthand theory, development of ability to take and transcribe new material at increasing speeds and time periods, development of a broader shorthand vocabulary, and the development of skill in the use of the dictionary and other reference material. Office-style dictation and business terms are covered. Emphasis is on the mailable letter.

3 class periods and 2 lab periods per week

Prerequisites: Business Education 10 or 12, satisfactory performance on placement test or permission of instructor

Credit: 3 semester hours

Business Education 14
Advanced Shorthand

This is a continuation of Business Education 13. Speed and accuracy of dictation and transcription are developed. Shorthand theory is automatized so that the student can record familiar and unfamiliar words in shorthand by sound. The student's ability to handle special dictation problems is developed through the study of various business practices. The student is introduced to the Mag Card typewriter.

3 class periods and 2 lab periods per week

Prerequisites: Business Education 13 or satisfactory performance on placement test or permission of instructor

Credit: 3 semester hours

Business Education 15**Personal Typing**

This course is designed for the beginner to learn touch typing. The keyboard is presented, proper techniques are stressed, and the care of the typewriter is emphasized. The course includes a study of manuscripts, outlines, simple tables, short reports, and personal letters. Correct erasing is introduced early. Not open to business education majors.

3 class periods per week

Prerequisites: none

Credit: 2 semester hours

Business Education 16**Personal Typing**

A continuation of Business Education 15 for those who wish to reinforce skills and increase planning ability.

3 class periods per week

Prerequisite: Business Education 15 or permission of instructor

Credit: 2 semester hours

Business Education 17**Elementary Typewriting**

The course is for beginners. It includes a study of the keyboard, typewriting technique, letter forms, envelopes, tabulation, short reports, and manuscripts. Timed writings are introduced.

3 class periods per week

Prerequisites: none

Credit: 2 semester hours

Business Education 18**Elementary Typewriting**

This is a continuation of Business Education 17. Care of the typewriter and correct erasing procedures are introduced. Speed building with accuracy is emphasized.

3 class periods per week

Prerequisite: High school typing or Business Education 17

Credit: 2 semester hours

Business Education 19**Intermediate Typewriting**

Intermediate Typewriting is a course for freshmen students who have had some typewriting in high school. It includes the mastery of the fundamental techniques of typewriting, the care and cleaning of the typewriter, the correct forms of spacing and punctuation, recognizing and correcting typing errors, and the development of the ability to type different forms of business letters, manuscripts, tabulations, and business forms.

3 class periods per week

Prerequisites: High school typewriting and satisfactory performance on placement test

Credit: 2 semester hours

Business Education 20

Intermediate Typewriting

This is a continuation of Business Education 19. It includes further refinement of typing speed and accuracy, development of the ability to type carbon copies, and fluency in typing unarranged problems. Students type problems which would appear in general, technical, accounting, professional, government, and executive offices.

3 class periods per week

Prerequisite: Business Education 19 or satisfactory performance on placement test

Credit: 2 semester hours

Business Education 21

Advanced Typewriting

This course is designed to prepare students to assume responsible typing positions. The student gets practical experience in problem solving, using current business forms, and meeting production requirements. Mailability is stressed. Special attention is devoted to the economical use of available supplies and to proper care of the typewriter.

3 class periods per week

Prerequisites: Business Education 17, 18, or 19, 20

Credit: 2 semester hours

Business Education 22

Advanced Typewriting

This is a continuation of Business Education 21. Mailability is emphasized. Duplicating processes, including mimeograph, spirit and offset, are introduced, and the student designs layout for reproduction.

3 class periods per week

Prerequisites: Business Education 17, 18 or 19, 20

Credit: 2 semester hours

Business Education 24

Office Machines and Records Management

This is an introductory course in the use of the adding machine, calculator, and transcribers. It includes a study of alphabetic, geographic, numeric, and subject filing and completion of a payroll practice set.

3 class periods per week

Prerequisite: High school typing or Business Education 17

Credit: 3 semester hours

Business Education 25

Introduction to Business

This survey course introduces the student to the terminology used in business activity and in the news media. It covers business ownership, production problems, marketing, management-labor relationships, business and personal finance, financial statements, statistics, data processing, regulation of industry, business law, and taxation.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Business Education 26**Office Practice**

The student applies the various skills she has learned and gains practice in problem solving through independent thinking. Terminology and theory of automated data processing are introduced. Practice is given in transcribing legal documents and medical records through the use of machines. The rapidity of change in business activity is repeatedly emphasized, and the importance of working as a team is stressed.

3 class periods per week

Prerequisite: Business Education 24

Credit: 3 semester hours

Business Education 27**Business Communications**

Business Communications is a course designed to develop the student's ability to write correct and forceful English in the solving of business situations. It includes a review of the fundamentals of grammar, a study of the various types of correspondence used by business and individuals, the application of human relations and the natural psychological approach to the writing of business messages, and the development of a writing style adapted to the reader. Letters or memoranda that order, ask, reply, remit, invite, express appreciation, express sympathy, introduce, apply for positions, sell, adjust, collect bills, and gather data are studied.

3 class periods per week

Prerequisite: High school typewriting or Business Education 17

Credit: 3 semester hours

Business Education 28**Medical Office Practice**

This course is designed to offer specialized training and practice for the student preparing for a position as a medical office assistant. The student learns to handle telephone calls, make appointments, keep patients' records, prepare insurance forms, handle correspondence, order supplies, type medical reports, keep financial records, and perform many other typical duties of an assistant in a doctor's office.

Prerequisites: Permission of instructor and Business Education 26.

Credit: 3 semester hours

CHEMISTRY

Chemistry 13

General Chemistry

This course offers a thorough coverage of the fundamental principles of chemistry. The elements are discussed by groups, beginning with Group VIII A and working from right to left across the periodic chart. Topics are designed to arouse and hold the student's interest. Qualitative and quantitative aspects of topics are discussed separately. Introduction to organic chemistry with nomenclature is stressed. Qualitative and quantitative lab is offered.

3 class periods and 1 lab period per week

Prerequisite: 1½ units of algebra including logarithms

Credit: 4 semester hours

Chemistry 14

General Chemistry

A continuation of Chemistry 13.

3 class periods and 1 lab period per week

Prerequisite: Chemistry 13

Credit: 4 semester hours

Chemistry 21

Organic Chemistry

A comprehensive study of the principles of organic chemistry and the derivation of these principles from a study of the properties, preparations, and inter-relationships of the important classes of organic compounds.

3 class periods and 1 lab period per week

Prerequisite: Chemistry 13 or permission of instructor

Credit: 4 semester hours

Chemistry 22

Organic Chemistry

A continuation of Chemistry 21.

3 class periods and 1 lab period per week

Prerequisite: Chemistry 13 or permission of instructor

Credit: 4 semester hours

CONTEMPORARY RELIGIOUS EXPERIENCE

CRE 11

This course, required of all students for graduation, is a series of lectures, musical presentations and worship programs designed to present the spiritual, scholarly and culturally broadening influence of a Christian liberal arts college.

Credit: ½ semester hour



EDUCATION

Education 11

Orientation to Education

This course is designed to give students planning to major in elementary and secondary education an introduction to the field of public school education. Students serve as teacher aides in local public schools and are supervised and evaluated by school personnel. Class lectures on campus provide a background for an evaluation of the practical experience.

Class periods and field work to be arranged.

Credit: 1 semester hour

Education 21 — See Health 21

ENGLISH

English 10

Developmental English

The developmental course in English grammar and composition is for students who prove to be inadequately prepared for college-level English composition. Students whose English placement tests indicate a need for this course must complete it before enrolling for English 11.

Prerequisites: none

Credit: none

English 11-Lab

English Composition Laboratory

This laboratory provides for the correction of students' weaknesses in grammar and composition. It is designed for students who through performance on placement tests or in classroom performance evidence the need of additional work in these basic fundamentals of grammar and composition.

Prerequisites: none

Credit: none

English 11

English Composition

The purpose of the course is to develop the ability to use clear, correct English in speaking and in writing. The subject matter includes reports, discussions, speeches, vocabulary building, and selections from expository prose. Training in library methods is also included.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

English 12

English Composition and Literature

A course in vocabulary building; research techniques and the writing of a documented paper; and in genres of literature, approached through technical analyses, purposes of the authors, and critical judgments of the writings. Class discussion and written themes are required.

3 class periods per week

Prerequisite: English 11

Credit: 3 semester hours

English 25

British Literature I

A study of the field of British literature, beginning with the Anglo-Saxon period and continuing through the Restoration and Eighteenth Century periods. Major authors and their works are emphasized. Theme work and memory work are required.

3 class periods per week

Prerequisites: English 11 and 12

Credit: 3 semester hours

English 26

British Literature II

A study of British literature, beginning with the Romantic period and continuing through the works of the Twentieth Century. Major authors are emphasized. Theme work and memory work are required.

3 class periods per week

Prerequisites: English 11 and 12

Credit: 3 semester hours

English 27

American Literature

A study of the field of American literature, beginning with the colonial period and British influence and continuing to the present. Major authors and their works are emphasized. Theme work and memory work are required.

3 class periods per week

Prerequisites: English 11 and 12

Credit: 3 semester hours

FASHION MERCHANDISING

Fashion Merchandising 11

Principles of Fashion Merchandising

An introduction to the fashion cycles and their relationship with industry and economics. Examination of the periods and understanding of the psychology of fashion as well as the socio-economic importance.

Prerequisites: none

Credit: 3 semester hours

Fashion Merchandising 12

Textiles

Emphasizes characteristic manufacturing processes and properties that affect selection and use of textiles and non-textiles. Field trips will be used to local plants to observe production and product testing as well as laboratory procedure. Fundamental weaves, finishes with emphasis on factors pertaining to quality and performance.

Prerequisites: none

Credit: 3 semester hours

Fashion Merchandising 21

Display, Advertising, & Sales Promotion

The techniques of selling and procedures of media selection. The understanding of display and advertising as well as a survey of the fashion market. Consumer preferences and the use of public opinion and its effect upon sales.

Prerequisites: none

Credit: 3 semester hours

Fashion Merchandising 22

Fashion Merchandising Practicum

Actual work experience in a cooperating retail establishment. Buyers training is given to student. Cannot be completed in summer; must be done during school year. The student makes all arrangements for employment.

Prerequisite: permission of instructor

Credit: 3 semester hours

Fashion Merchandising 23

Merchandising Management

The management of all resources necessary for successful merchandising. Finances, personnel, management as well as decision making are considered. Executive development and management techniques are studied.

Prerequisite: Fashion Merchandising 22

Credit: 3 semester hours

FRENCH

French 11

Elementary French

This course is for students with little or no previous study of the language. The emphasis is on pronunciation and on the structure patterns of simple French sentences.

A student may exempt this course, for credit, by making a satisfactory score on the achievement test and by completing French 12 or 21 with a grade of C or better.

3 class periods and 2 lab periods per week

Prerequisites: none

Credit: 4 semester hours

French 12

Elementary French

This course continues with the study of the basic sounds and structures of the French language. The sentences become more complex, using a variety of tenses and pronouns.

A student may exempt this course, for credit, upon making a satisfactory score on the achievement test and by completing French 21 with a grade of C or better.

3 class periods and 2 lab periods per week

Prerequisite: Credit for French 11

Credit: 4 semester hours

French 21

Intermediate French

This course is designed to give further use of all verb forms and grammatical structures previously learned. The emphasis is on varied, creative sentences. The reading selections become longer and more varied in structure.

3 class periods and 1 lab period per week

Prerequisites: Passing grade for French 11 and 12, or satisfactory score on achievement test.

Credit: 3 semester hours

French 22

Intermediate French

Continuation of French 21 with attention to increasing the size of vocabulary, and the learning and using of all tenses. Longer reading assignments are given and include writings of well-known French writers.

3 class periods and 1 lab period per week

Prerequisite: Credit for French 21

Credit: 3 semester hours

French 31**Survey of French Literature**

A historical treatment of the main currents of French literature before 1800, with selected readings in each period.

3 class periods per week

Prerequisite: Credit for French 21 and 22

Credit: 3 semester hours

French 32**Survey of French Literature**

A historical treatment of the main currents of French literature from 1800 until present, with selected readings in each period.

3 class periods per week

Prerequisite: Credit for French 31

Credit: 3 semester hours

HEALTH**Health 21****Health Education**

Health Education includes a study of the systems of the human body and the diseases that affect their functions. Drugs, accidents, pollution and other environmental hazards will be viewed and related to as community and personal health problems.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

HISTORY

Honors sections are offered in History in all courses beyond the first course. The faculty of the department selects students capable of advanced and independent study in honors seminars.

History 11**Modern (Western) Civilization**

c. 1300-c. 1871. A survey course tracing the political and social growth of Europe from the Commercial Revolution to the time of the Second Industrial Revolution. Lectures, readings, films, and reports.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

History 12**Modern (Western) Civilization**

c. 1871 to the present. Beginning with a rapid survey of the American past to 1914, the course includes emphasis on such topics as the Second and Third Industrial Revolutions, the First World War, the inter-war years, the Second World War, the growth of new power relationships,

contemporary economic and social problems, and the "have" and "have not" nations. Lectures, readings, films, and reports.

3 class periods per week

Prerequisite: History 11 or permission of instructor

Credit: 3 semester hours

History 14

Ancient Western Civilization

A study of ancient history from the emergence of civilization in the Middle East through Greek and Roman History and the Middle Ages with emphasis upon the rise of the Christian Church.

Prerequisites: none

Credit: 3 semester hours

History 21

United States History

1500-1877. A course in American political and social development from the colonial period through the Reconstruction Era. Lectures, readings, films and reports.

3 class periods per week

Prerequisites: none (History 11 and 12 are strongly recommended)

Credit: 3 semester hours

History 22

United States History

1877 to the present. Continuation of History 21.

3 class periods per week

Prerequisites: none (History 11 and 12 are strongly recommended)

Credit: 3 semester hours



HOME ECONOMICS

Home Economics 11

Foods

Theory and practice in menu planning, marketing, preparation and serving of meals. A study of new equipment and appliances, together with a practical approach to meal management. Recommended for majors and non-majors.

2 class periods of lecture and 2 lab periods a week.

Prerequisites: none

Credit: 3 semester hours

Home Economics 12

Basic Clothing and Design

The psychological approach to the selection of clothing with emphasis upon the cultural growth and perception of the student. Laboratory work will be taught from basic stages for majors and non-majors.

1 class period and 4 lab periods per week

Prerequisites: none (Recommended for non-majors)

Credit: 3 semester hours

Home Economics 15

Interior Design

A survey course that examines housing from the decorative and architectural areas. Design, construction, furnishings, adornment, functions, and cost are considered. History of the major periods is examined. Some specific skills in the arrangement of materials and textures is practiced along with management of resources.

1 class period and 4 lab periods per week

Prerequisites: none

Credit: 3 semester hours

Home Economics 21

Management and Budgeting for Effective Living

A survey is made of the more effective use of food, time and energy, family finances, housing, and equipment as they relate to effective living.

1 class period and 4 lab periods per week

Prerequisites: none (Recommended for terminal students)

Credit: 3 semester hours

Home Economics 22

Clothing and Design (Advanced)

A more advanced study including basic tailoring. Can be elected by the student who has some skill in sewing. Basic patterns for design are used.

1 class period and 4 lab periods per week

Prerequisite: Home Economics 12 or permission of instructor

Credit: 3 semester hours



JOURNALISM

Journalism 21

Introduction to Mass Communication

This course provides an introduction to mass communication history, problems, principles, and practices in the fields of advertising, photography, film, newspaper reporting, public relations, radio and television. Practical writing and layout experience will be provided for students who desire to work on campus publications. Instruction will be provided through field trips, lectures, guest speakers, audio-visual materials, and practical experience as a staff member of campus publications.

3 class periods per week plus lab

Prerequisites: none

Credit: 3 semester hours

Journalism 13

Reporting

This course provides a broad background for newswork with emphasis on the rudiments of reporting, evaluation of news, channels of news, proper techniques of obtaining information and assembling the facts combined with practice in the reporting skills as class members serve on the campus publication staffs.

3 class periods per week plus lab

Prerequisites: none

Credit: 3 semester hours

MATHEMATICS

All students who take math courses at Anderson College are given a placement test. The student may begin his mathematics study at six different levels of difficulty as illustrated below.

Math 10 is a developmental, non-credit course which prepares the student for Math 11, College Algebra. Math 11 and 12, Algebra and Trigonometry, are basic courses which may or may not transfer to a senior college. Students who enter programs of study using higher math, such as engineering, will find that Algebra and Trigonometry are considered pre-college studies. Math 24, computer programming, is a course for Business Administration students and deals with the mathematical basis of computer programming and the programming language. Math 13 and 14, Mathematical Analysis, are courses which are required of Business Administration students in most senior institutions. It is recommended that the student who cannot begin on this level take College Algebra in preparation for Math 13 and 14. Math 21 and 22, Analytical Geometry and Calculus, are recommended for students who need a strong math background in preparation for their major.

Mathematics 10

Developmental Algebra

A thorough review of high school algebra through quadratic equations. Designed for students having poor backgrounds in algebra, or for the ones making low scores on the mathematics placement test.

3 class periods per week, lab required

Prerequisites: none

Credit: none

Mathematics 11

College Algebra

A basic course covering sets, real numbers, operations, order, inequalities, polynomial factoring, functions, and graphs, exponents, first and second degree equations, variation, logarithms, determinants, binomial theorem, and progressions.

3 class periods per week

Prerequisites: Good mathematics background and satisfactory grade on placement test, or satisfactory completion of Math 10

Credit: 3 semester hours

Mathematics 12

College Trigonometry

An intensive study of the trigonometric functions, radian measure, identities, equations, inverse functions, solutions of right and oblique triangles, logarithms, complex numbers, DeMoivre's theorem, and instruction in the use of the slide rule.

3 class periods per week

Prerequisite: Mathematics 11 or equivalent

Credit: 3 semester hours

Mathematics 13

Mathematical Analysis I

Basic ideas in algebra and trigonometry; polynomial, exponential, logarithmic and other functions. Limits, tangents to a curve. Intuitive calculus (differentiation and integration). Introduction to probability and statistics. Designed primarily for business and liberal arts majors.

3 class periods per week

Prerequisite: Satisfactory score on math placement test or Math 11

Credit: 3 semester hours

Mathematics 14

Mathematical Analysis II

A continuation of intuitive calculus, probability and statistics, maxima, minima, rate of change, motion, work, area under a curve and volume. Problems related to a variety of areas.

3 class periods per week

Prerequisite: Math 13

Credit: 3 semester hours

Mathematics 15

Math for Elementary Teachers I

Logic, sets, and the properties of the counting numbers, numeration systems.

Prerequisites: Good mathematics background and satisfactory grade on placement test, or satisfactory completion of Math 10.

Credit: 3 semester hours

Mathematics 16

Math for Elementary Teachers II

A continuation of Math 15. Subtraction, properties of the integers, elementary number theory, rational number system, real number system.

Prerequisite: Math 15

Credit: 3 semester hours

Math 18

Geometry for Elementary School Teachers

An informal treatment of aspects of geometry which are relevant to the elementary school curriculum. The topics considered include congruence, measure of segments and angles, constructions, parallels and parallelograms, similarity, space geometry, area and volumes, and measurements related to circles. (Open only to Elementary Education majors.)

3 class periods per week

Prerequisites: Good mathematics background and satisfactory grade on placement test, or satisfactory completion of Math 10.

Credit: 3 semester hours

Mathematics 19

Retailer and Consumer Mathematics

Basic ideas included are checking accounts, saving accounts, borrowing, interest, installment purchases, charge accounts, home mortgages, pricing, discounts, commission, inventory, sales, purchase planning, payrolls, depreciation, and insurance.

A lab is required.

Prerequisite: Permission of instructor

Credit: 3 semester hours

Mathematics 21

Analytic Geometry and Calculus

Analytic geometry of the plane, conic sections, limits, derivative and its applications, maximum and minimum problems, integration formulas and applications to areas and volumes, derivatives of exponential logarithmic and trigonometric functions.

5 class periods per week

Prerequisites: Math 11 and 12 or satisfactory score on math placement test

Credit: 4 semester hours

Mathematics 22

Analytic Geometry and Calculus

Continuation of Mathematics 21. Integration procedures, integrations by parts, algebraic substitutions, trigonometric substitutions, rational fractions, vectors and polar coordinates, limits of indeterminate forms, finite series, basic properties of continuous and differential function. Introduction to linear algebra.

5 class periods per week

Prerequisite: Math 21

Credit: 4 semester hours

Mathematics 24

Computer Programming

Introduction to linear programming using the fortran language. The course will consist of writing programs primarily to solve mathematical and scientific problems. These problems will be run on a computer.

3 class periods per week

Prerequisite: Math 11 or permission of the instructor

Credit: 3 semester hours

Mathematics 25

Statistics

A survey course in fundamental statistical principles with applications to social sciences and other fields. Primarily designed for students who need a working knowledge of statistics. The development of the course will assume a knowledge of finite probability. Major topics include: empirical frequency distributions, computation of descriptive statistics,

basic statistical inference including estimation and testing of hypotheses, regression and correlation analysis, and contingency tables.

3 class periods per week

Prerequisite: Math 13

Credit: 3 semester hours

Mathematics 26

Calculus With Several Variables

Topics included are sequences and series, improper integrals, vectors, vector calculus, real valued functions of several variables, multiple integration, differential calculus of functions of several variables.

4 class periods per week

Prerequisite: Math 22

Credit: 4 semester hours

MILITARY SCIENCE

Military Science 11

Fundamentals (Basic)

A study of the evolution, organization, and mission of the Reserve Officers' Training Corps, the Department of Defense, and the United States Army. A detailed study of small units and an introduction to first aid. Leadership Laboratory periods provide training in basic drill and marksmanship.

1 class period and 1 lab period every other week

Prerequisites: none

Credit: 1 semester hour

Military Science 12

National Defense (Basic)

An introduction to the causes and principles of war and the evolution of weapons and warfare. Current events seminar, a study of leadership traits, and a preview of special army career opportunities. Leadership Laboratory periods are oriented towards Basic Drill and the army physical training programs.

1 class period and 1 lab period every other week

Prerequisites: none

Credit: 1 semester hour

Military Science 21

Introduction to Operations and Basic Tactics and Map and Aerial Photograph Reading (Basic)

An introduction to the organization, principles, and fundamentals of small unit tactics, emphasizing the importance of fire and maneuver. Interpretation and use of maps and aerial photographs in study and evaluation of terrain. Leadership Laboratory periods provide a practical application of map reading and leadership.

1 class period and 1 lab period every other week

Prerequisites: none

Credit: 1 semester hour

Military Science 22

American Military History (Basic)

A survey of American military history from the origins of the American Army to the present, with emphasis on the factors which led to the organizational, tactical, logistical, operational, strategic, social and similar patterns found in our present-day Army. Leadership Laboratory periods provide a practical application of small unit tactics and leadership.

1 class period and 1 lab period every other week

Prerequisites: none

Credit: 1 semester hour

MUSIC

Anderson College offers the Associate of Fine Arts degree in music and is a member of the National Association of Schools of Music. The AFA degree in music is a university parallel transfer program in either voice, keyboard, or instrumental music. The recommended curriculum in music is listed with the other recommended curricula of the academic program. The music student will receive academic advising from the music faculty which will develop an individual course of study for the student depending upon the senior college choice and the major field of music best suited for the student.

The music department offers activities which are open to qualified students other than those who major in music. The College Choir, Wind Ensemble, Stage Band, InnerAction Singers, Pep Band, Anderson Symphony Orchestra, and the Iris Walker Hand Bell Choir, are open to any student wishing to audition for membership. Student concerts, guest and faculty recitals, seasonal music programs, and the Anderson County Community Concert Series all provide opportunities for musical enjoyment, growth, and education for students, faculty, staff, and guests of the college.

Admission Requirements: In addition to meeting the general requirements of the college for admission, students must complete the following requirements: (1) Audition in the principal applied area. These auditions may be taken during scholarship auditions, freshman orientation week, or by appointment with the Chairman of the Fine Arts Division. (2) Take a music theory placement examination during freshman orientation week.

Applied Music Study: The Music Department offers applied lessons in four levels of difficulty: Performance, Principal, Pre-Principal and Secondary. The Performance Major level is for the student who is primarily interested in performance. The requirements for this program are of the highest level and admission is gained after an extensive audition before the music faculty. The Principal area is for those planning to major in music education, church music, music theory and composition and music therapy in a four year institution. The Pre-principal area is for those who have not reached the freshman principal level of competency,

advanced secondary music majors, and advanced non-music majors. The Secondary area is for those music majors working in their secondary applied area and for non-music majors.

Juries: All students taking applied lessons are required to take a jury examination at the end of each semester of study. The jury exam grade will constitute 25% of the final grade.

Introduction to Music/Music Recital: All students taking applied lessons are required to maintain a certain percentage of attendance at student, faculty, and guest recitals. Music majors are required to attend 80 percent of the recitals, while non-music majors are required to attend 60 percent. In addition to the recital requirements, applied music students are required to attend a certain number of outside concerts. The music major is to attend 5 concerts per semester, while the non-music major is to attend 3 concerts.

Student Recital Performance: All students on the Performance and Principal levels of competency and others selected by their teachers will perform once each semester on the student recital hour.

Keyboard Proficiency Examination: Music majors may choose to take the keyboard proficiency exam so as to have the opportunity to study in another secondary area, and he will have that opportunity if he passes the exam. The exam will consist of all major and minor scales hands together one octave, the primary chord progressions in all major and minor tonalities, simple folk songs with simple harmonizations, sight reading of simple hymns of up to two flat and two sharps difficulty, and repertoire up to single movements of Clementi sonatina difficulty.

Freshman and Sophomore Recitals: Although it is not a requirement for graduation with the AFA degree in music, a freshman or sophomore music major may give a recital upon the recommendation of their applied teacher. The length of the recital will vary between fifteen and twenty-five minutes. There will be a pre-recital hearing by the music faculty at least two weeks prior to the scheduled performance date.

MUSIC COURSES

Music Theory

MUS 10

Basic Music Theory

Introduction to music reading including notes, scales, keys, intervals, and rhythms. The course includes sight singing, ear training, score reading, and keyboard harmony. The course is designed for music majors who indicate through placement tests that they need further instruction before attempting Theory 11 and 12 and for non-music majors who desire additional information about the theory of Music.

3 class periods per week

Prerequisites: none

Credit: 2 semester hours

MUS 11

Elementary Written and Keyboard Harmony

A rapid review of the fundamentals of music, such as key signature, scales, time signatures and intervals. The course is a study of definitions, tonality and its structure, triads in root position with correct doublings, spacing and voice leading, and triads in first and second inversions. Emphasis will be placed upon keyboard harmony.

3 class periods a week

Prerequisite: MUS 10 or Passing Score on Placement Test

Credit: 3 semester hours

MUS 12

Elementary Sight Singing and Ear Training

This course is designed for the music major's first course in elementary sight singing and ear training. Emphasis is placed upon melodic, harmonic and rhythmic materials.

2 class periods per week

Prerequisites: none

Credit: 1 semester hour

MUS 13

Elementary Written and Keyboard Harmony

Continuation of Music Theory 11. Phrase structure and cadences, harmonic progressions, technique of harmonization, non-harmonic tones, dominant seventh chords and elementary modulations. Continued emphasis is placed upon keyboard harmony.

3 class periods a week

Prerequisite: Music 11

Credit: 3 semester hours

MUS 14

Elementary Sight Singing and Ear Training

Continuation of Music Theory 12. Continued emphasis is placed upon more advanced coordination of melodic, harmonic, and rhythmic materials and their application through sight singing, and ear training.

2 class periods per week

Prerequisite: Music 12

Credit: 1 semester hour

MUS 21

Advanced Written and Keyboard Theory

Introduction to seventh chords, non-harmonic tones and secondary dominants, modulation to all keys and the use of borrowed chords. Advanced skill in keyboard harmony will be emphasized.

3 class periods a week

Prerequisite: Music 13 or placement test

Credit: 3 semester hours

MUS 22

Advanced Sight Singing and Ear Training

A continuation of Music Theory 14. Advanced materials are presented so as to place emphasis upon the application of melodic, harmonic, and rhythmic materials through sight singing and ear training. The difficulty of materials will parallel the level of work done in Music Theory 21.

2 class periods a week

Prerequisites: Music 14 or placement test

Credit: 1 semester hour

MUS 23

Advanced Written and Keyboard Theory

Continuation of Music Theory 21. Augmented sixth, neapolitan sixth, and other altered chords. Chromatic mediants, ninth, eleventh, and thirteenth chords. An introductory study is made of late nineteenth century and twentieth century compositional techniques. Advanced skill in keyboard harmony will continue to be given emphasis.

3 class periods a week

Prerequisite: Music 21

Credit: 3 semester hours

MUS 24

Advanced Sight Singing and Ear Training

A continuation of the skills developed in Music Theory 22. Emphasis will be placed upon an advanced degree of skill in sight singing and ear training through the use of melodic, harmonic, and rhythmic materials. The difficulty of materials will parallel the level of work done in Music Theory 23.

2 class periods a week

Prerequisite: Music 22

Credit: 1 semester hour

Music History

MUS 15

Music Appreciation (For Non-Music Majors)

Emphasis on perceptive and enjoyable listening to music from various periods of Western Art and popular musics. Representative types and forms are listened to from recordings and live concerts in and out of class. South Carolina teacher's certificate requirement.

2 class periods a week

Prerequisites: none

Credit: 3 semester hours

MUS 25

Introduction to Music History and Related Literature

Historical survey of music history and literature with emphasis on representative forms and composers. This course begins with primitive and ethnic music and goes through the classical period.

2 class periods a week

Prerequisites: MUS 11, 12, 13, 14

Credit: 2 semester hours

MUS 26

Introduction to Music History and Related Literature

A continuation of Music 25 covering the romantic through the modern and contemporary periods of western art music.

2 class periods per week

Prerequisites: Same as MUS 25

Credit: 2 semester hours



ENSEMBLE COURSES

A maximum of 4 semester hours credit in music ensemble shall be counted toward graduation. (This would be the equivalent of four semesters in choir and four semesters of stage band).

The ensemble courses involved are: College Choir, InnerAction Singers, Wind Ensemble, Stage Band, Symphony Orchestra.

Music students must audition for placement into either the choir or an instrumental ensemble. Students who have voice, piano, or organ as their major applied field must earn two semester hours of credit in choir. Students who have instrumental music as their applied major emphasis must earn two semester hours of credit in an instrumental ensemble.

MUE 11

College Choir

Fundamental principles of choral singing, correct pronunciation, purity of tone and elasticity of rhythm are stressed. Repertoire includes church music, part songs, popular music, and secular choruses. Membership is open to all who qualify.

3 class periods a week plus special rehearsals, performances, and music department tour

Prerequisite: Audition

Credit: 1/2 semester hour

May be repeated

MUE 13

InnerAction Singers

This small ensemble studies and performs sacred and secular literature appropriate for this type group. The small vocal ensemble will act as public relations organization for Anderson College as well as a group for learning correct choral techniques.

2 class periods a week, special rehearsals, performances and music department tour

Prerequisites: Audition and enrolled in MUE 11

Credit: 1/2 semester hour

May be repeated

MUE 15

Wind Ensemble

Fundamentals of performance techniques, knowledge of band literature, and development of individual and group proficiency are provided through this performance group for all Anderson College students.

2 class periods a week, special rehearsals, performances and music department tour

Prerequisite: Audition

Credit: 1/2 semester hour

Repeatable

MUE 17

Stage Band

This ensemble attempts to reach the same goals set for the Wind Ensemble, only the field of big band, jazz and popular music literature. Groups such as the brass ensemble (Jubal's Brass) and the Pep Band are formed out of this group. Other groups are organized according to need and availability.

2 class periods a week, special rehearsals, performances, and music department tour

Prerequisite: Audition

Credit: 1/2 semester hour

Repeatable

MUE 19

Anderson Symphony Orchestra

This is an area-wide symphony orchestra made up of adults, college-age young people and selected high school students. It performs an average of three concerts a year. Anderson College students selected for this group by audition may select to take this ensemble as an elective, while string players enrolled at Anderson College will perform in this group as their instrumental ensemble.

1 class period from 8:00-10:00 p.m. on Monday evening, special rehearsals and performances through the year

Prerequisite: Audition

Credit: 1/2 semester hour

Repeatable

APPLIED MUSIC COURSES

The Music Department offers private and/or class lessons in piano, organ, voice, stringed and band instruments. The status levels of these courses appear above in the section entitled Applied Music Study.

Practice and lesson length: MUA 15, 16, 25 and 26; Two 45-minute lessons a week and fourteen hours practice a week. MUA 13, 14, 23, and 24; One sixty-minute lesson a week and ten hours practice a week. MUA 12; One sixty-minute lesson a week and eight hours practice a week. MUA 11; one one-half hour lesson a week and five hours practice a week.

Listed below are the applied area courses and representative literature for music majors in piano, organ, voice, a selected stringed instrument and selected band instruments. Information on the other levels of applied lessons can be obtained from the music faculty member teaching in that area.

Literature for all MUA 15, 16, 25 and 26 courses will be individually selected for each student.

All applied courses with the exception of MUA 15, 16, 25 and 26 are repeatable.

Piano

MUAP 15 and 16

Freshman Piano Performance Majors

Credits: 3 semester hours.

MUAP 25 and 26**Sophomore Piano Performance Majors**

Three semester hours credit.

MUAP 13 and 14**Freshman Piano Principal Majors**

Bach Two Part Inventions; Haydn, Mozart, Beethoven easier sonatas; appropriate 19th and 20th century repertoire. Two semester hours credit.

MUAP 23 and 24**Sophomore Piano Principal Majors.**

Bach, Two and Three Part Inventions, Well-Tempered Clavier; Haydn, Mozart, Beethoven Sonatas, romantic and modern compositions. Two semester hours credit.

MUAP 12**Pre-principal music major, advanced secondary music major and advanced non-music majors in piano.**

Scales, arpeggios, technical studies; Bach, Clementi, and Mozart sonatinas; appropriate 19th and 20th century repertoire. Two semester hours credit.

MUAP 11**Pre-principal music major, secondary music major and non-music majors in piano**

One semester hour credit.

Organ**MUAO 15 and 16****Freshman Organ Performance Majors**

Three semester hours credit

MUAO 25 and 26**Sophomore Organ Performance Majors**

Three semester hours credit

MUAO 13 and 14**Freshman Organ Principal Majors**

Cleason: Method of Organ Playing; Bach: Eight Little Preludes and Fugues, Orgelbuchlein, Preludes and Fugue in E Minor (Lesser) Fugue in G Minor, chorale, Herzlich thut mich verlangen; Dupree; Antiphon; hymn-playing. Two semester hours credit.

MUAO 23 and 24**Sophomore Organ Principal Majors**

Bach: Schubler Chorales, Trio Sonata No. 1 in E Flat, Orgelbuchlein; Buxtehude: Prelude, Fugue and Chaconne; Frescobaldi: Toccata per l'Elevazione; Brahms: Chorale preludes; Franck: Cantabile. Two semester hours credit.

MUAO 12

Pre-principal music major, advanced secondary music major and advanced non-music majors in organ.

Two semester hours credit.

MUAO 11

Pre-principal music major, secondary music major and non-music major in organ.

One semester hour credit.

Voice

MUAV 15 and 16

Freshman Voice Performance Majors

Three semester hours credit

MUAV 25 and 26

Sophomore Voice Performance Majors

Three semester hours credit

MUAV 13 and 14

Freshman Voice Principal Majors

Primary aims are mental and physical coordination in singing, vocal technique, freeing of the voice, placement, support, and flexibility. Song materials such as *Passing By* by Purcell, *Caro Mio Ben* by Giardani, *Sure on this Shining Night* by Barber, and *Setum ami* by Pergolesi are studied. Two semester hours credit.

MUAV 23 and 24

Sophomore Voice Principal Majors

A continuation of vocal techniques is emphasized. Song materials such as *The Owl is Abroad* by Purcell, *Come Unto Him* by Handel, *Die Lotusblume* by Schumann, *Beau Sor* by Debussy and *Silent Noon* by Vaughan Williams are studied. Two semester hours credit.

MUAV 12

Pre-principal music major, advanced secondary music major, and advanced non-music majors in voice.

Two semester hours credit.

MUAV 11

Pre-principal music major, advanced secondary music major, and advanced non-music majors in voice.

One semester hour credit.

Band Instruments

MUAB 15 and 16 (Followed by instrument)

Freshman Instrumentalist Performance Majors

Three semester hours credit.

MUAB 25 and 26 (Followed by instrument)
Sophomore Instrumentalist Performance Majors
Three semester hours credit.

MUAB 13 and 14 (Followed by instrument)
Freshman Instrumentalist Principal Majors

Freshman Flute Principal

Study of scales and arpeggios. Studies from Andersen, Altes, or Boehm; Handel Sonatas or equivalent. Two semester hours credit.

Freshman Trumpet Principal

Studies in phrasing, general technical problems, tonguing, scales and transposition. Etudes by Arban, Clarke, and Schlossberg. Solos by Ropartz, Fitzgerald and others of similar difficulty. Two semester hours credit.

Freshman Trombone Principal

Scales and tonguing problems. Etudes and technical studies from Arban, Cornette, Rochut Melodious Etudes Book I Mantia the Trombone Virtuoso. Beginning studies in tenor clef. Solos by Bach, Barat and others of similar difficulty. Two semester hours credit.

MUAB 23 and 24
Sophomore Instrumentalist Principal Majors

Sophomore Flute Principal

Study of scales and arpeggios in various articulations. Technical studies from Andersen. Bach sonatas and Telemann sonatas or equivalent. Two semester hours credit.

Sophomore Trumpet Principal

Continuation of technical studies, transposition and scales. Study of excerpts from orchestral literature. Etudes from and by Schlossberg, Clarke and Sachse. Solos by Goeyens, Balay, Clergue and others of similar difficulty. Two semester hours credit.

Sophomore Trombone Principal

Continuation of scales and tonguing problems. Etudes, technical and legato studies from Cornette, Mantia, Blume, Rochut Book II, and Arban. Continuation of clef studies. Solos by Guilmant, Barat, McKay and others of similar difficulty. Two semester hours credit.

MUAB 12 (Followed by instrument)
Pre-principal music major, advanced secondary music major and advanced non-music majors in instrumental music.
Two semester hours credit.

MUAB 11

Pre-principal music major, secondary music major and non-music majors in instrumental music.
One semester hour credit.

Stringed Instruments

MUAS 15 and 16 (Followed by instrument)

Freshman String Performance Majors

Three semester hours credit.

MUAS 25 and 26 (Followed by instrument)

Sophomore String Performance Majors

Three semester hours credit.

MUAS 13 and 14

Freshman String Principal Majors (Followed by instrument)

Freshman Violin Principal

Etudes and technical exercises (all major and minor scales and arpeggios by memory). Sonatas by Mozart or equivalent; concerti by Biotti or equivalent. Pieces of similar difficulty by classical and modern composers. Two semester hours credit each semester.

MUAS 23 and 24

Sophomore String Principal Majors (Followed by instrument)

Sophomore Violin Principal

Continued technical work as included in S11 and S12. Two sonatas by Beethoven or equivalent; concerto by Mozart or equivalent. Pieces of similar difficulty by romantic and modern composers. Two semester hours credit each semester.

MUAS 12

Pre-principal music major, advanced secondary music major, and advanced non-music majors in stringed instruments.

Two semester hours credit.

MUAS 11

Pre-principal music major, secondary music major, and non-music majors in stringed instruments.

One semester hour credit.

MUA 10

Introduction to Music and Recital (Repeatable)

This series of music lectures, class lessons and recitals are held each Wednesday during the semester. Careers in music, music terms and fundamentals, music forms are some of the subjects covered in the lectures. Each applied teacher will have class lessons during this Wednesday period once a month. Student recitals, faculty recitals, guest recitals, and freshman recitals will comprise the other Wednesday period.

4 Wednesday classes per month.

Prerequisites: none

Credit: none

PHYSICAL EDUCATION

The objective of the physical education curriculum is to provide a balanced experience for all students which includes an awareness of personal physical fitness, introduction to a lifetime sport which will enable them to maintain good physical health, an appreciation of and understanding of team sports from the viewpoint of both spectator and participant, and activity which will enrich their experience of living while in college.

To accomplish this objective the requirements in physical education for all students are as follows:

1. *All students* must take one physical education course to meet graduation requirements.
2. *Varsity athletes* will receive a maximum of two semester hours credit for participation in their sport, one hour of credit for each academic year of participation. Their credit for P.E. through participation in their sport will be certified by their coach and the head of the Division of Health and Physical Education at the end of the year in which they receive the credit. To receive credit the athlete must be listed on the eligibility list for the sport for the entire season. The season will be determined by the dates on the eligibility list.
3. A student may elect as many courses in P.E. as he wishes, however, a *maximum of four semester hours credit* will be accepted for graduation.
4. *Exceptions.* Students following the one-year secretarial science curriculum will not be required to take physical education. Veterans and students with chronic physical handicaps may be excused by the physical education department by presenting written requests to the department head.
5. ROTC may be substituted for the Physical Education requirement. Students will receive semester hours and grades in physical education. Grading will be on the basis of attendance, participation, and progress made in skill and understanding.

Physical Education courses numbered 18, 23, 35 and 36 require the use of off-campus facilities. Students in these classes pay a special fee for the use of the facilities and equipment.

Physical Education 11

Foundations of Physical Education

To aid the student, through concepts of physical education, in becoming more physically fit; to help the student become more knowledgeable about the values of physical education and to acquaint the student with the "why" and "how" of physical fitness. Optimal healthy living is the overall aim and desire.

2 class periods per week

Prerequisites: none

Credit: 1 semester hour

Physical Education 14

Basketball

The class will consist of lectures regarding interpretation of rules, as well as floor participation in basic fundamentals and advanced systems of play.

2 class periods per week

Credit: 1 semester hour

Physical Education 16

Volleyball

A team sport presented to give the student a knowledge, and ability as a player, of a recreational activity that may be used to develop physical and social fitness while a student and throughout adult life. Rules and basic skills will be presented as the students perform in a game situation.

2 class periods per week

Credit: 1 semester hour

Physical Education 17

Tennis

To present tennis in such a way that the student will develop enough skill to perform as a player and will utilize this ability in adult life. Tennis is considered one of the best "carry-over" sports and will be presented with this in mind. Singles and doubles will be played by the students.

2 class periods per week

Credit: 1 semester hour

Physical Education 18

Bowling

Bowling is presented to the student with the carry-over importance stressed. It is a recreational outlet that may be participated in by young people, older adults, invalids, and handicapped people. An overall history, demonstration, student participation at the regulation bowling alley, and instructions in scoring will be given.

1 class period per week

Credit: 1 semester hour

Physical Education 19

Golf

The course will consist of lectures and active participation by practicing at the driving range and on the golf course.

2 class periods per week

Credit: 1 semester hour

Physical Education 23

Swimming

Swimming is presented as a sport and recreational activity that may be enjoyed by all, and the student is given a very thorough demonstration of the dangers and safety procedures involved in water sports. Beginners

will be taught swimming for survival. Advanced students will be drilled in strokes and skill development used in the olympic games.

1 class period per week

Credit: 1 semester hour

Physical Education 24

Karate

In Karate the student will demonstrate the basic fundamental techniques of empty hand combat as performed in International GoJu Karate-Do (Japanese Style).

2 class periods per week

Credit: 1 semester hour

Physical Education 31

Judo

The basic techniques of judo will be practiced in the forms of throwing and falls, grappling, and strangling.

2 class periods per week

Credit: 1 semester hour

Physical Education 32

Advanced Karate

A student will demonstrate the forms Seikai ichi (Gold Belt), Seikai ni (Green Belt), Saho (Brown Belt), Seinen shin (Purple Belt), and Black Belt forms. He will develop the breathing exercise as well as skill in sparring. Some techniques in self-defense will be employed. A student may progress as far in steps and rank as he is capable of doing in one semester.

2 class periods per week

Prerequisite: Physical Education 24

Credit: 1 semester hour

Physical Education 33

Weight Lifting

Students will demonstrate values of building muscle strength, endurance, and cardio-vascular pulmonary efficiency through weight training.

Credit: 1 semester hour

Physical Education 34

Slimnastics

Students will be given a proper insight into weight control through various exercises and nutritional eating habits. The main objective is to lose weight and maintain the loss.

Credit: 1 semester hour

Physical Education 35

Snow Skiing

Students in a concentrated course in snow skiing will spend 5 days (usually during the winter holidays) at the French-Swiss Ski College in

Blowing Rock, N.C. More information may be obtained from the division head of health and physical education.

Credit: 1 semester hour

Physical Education 36

Roller Skating

Students will develop and maintain a measurable skill in roller skating as a carry-over sport in recreation.

Credit: 1 semester hour

Physical Education 37

Quit Smoking

This course is primarily designed for, but not limited to, students who smoke and who want to enjoy better health and break the habit of smoking. The course will include classroom presentations of facts about smoking and physical fitness activities to increase the physical vitality of the participants. A major objective of the course will be to enable the smokers who enroll to break the habit. Persons who do not smoke and wish to learn how others may be helped through such a program should enroll also.

Two class periods per week

Prerequisites: none

Credit: 1 semester hour

Physical Education 38

Cheerleading

This is a course for the students selected as cheerleaders. Students use the class time to receive instruction, work up and practice their routines. One semester hour credit will be awarded for a year's participation. Credits and grades will be certified by the head of the Physical Education Department as in the case of athletes.

PHYSICAL SCIENCE

The two courses in physical science are intended for non-science majors. They are non-mathematical descriptive courses combining the disciplines of chemistry, physics, astronomy and geology. They meet the requirements of one year of a physical science for students majoring in business administration and education.

Physical Science 11

Survey of Physical Science

A study of the principles of astronomy and physics as they describe the physical environment. The application of these principles is made in laboratory work.

3 class periods per week and one lab period per week

Prerequisites: none

Credit: 4 semester hours

Physical Science 12

Survey of Physical Science

A study of the principles of chemistry and geology as they describe the physical environment. Emphasis is on the use of the scientific method in describing, understanding, and using the environment.

3 class periods per week and one lab period per week

Prerequisites: none

Credit: 4 semester hours

PHYSICS

Physics 21

General Physics

Study of fundamental principles of mechanics; vectors; wave motion and sound. How the scientific method has contributed to man's thinking; how physics applies to everyday life.

3 class periods and 1 lab period per week

Prerequisite: Math 12 or permission of instructor

Credit: 4 semester hours

Physics 22

General Physics

Introduction to electricity, magnetism, and light.

3 class periods and 1 lab period per week

Prerequisite: Physics 21

Credit: 4 semester hours

POLITICAL SCIENCE

Political Science 11

American National Government

This course includes a study of the constitutional basis of our national government followed by a survey of its organization, functions, and services. Selected problems and attention to current affairs are included.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Political Science 12

State and Local Government

This course is a survey of the constitutional basis, structure, and functions of state and local governments in the United States.

3 class periods per week

Prerequisites: none



PSYCHOLOGY

Psychology 11

General Psychology

General Psychology is an introductory survey course of the scientific study of human behavior, including its history and methodologies. All areas of psychology such as learning, perception, motivation and emotions are explored in the light of human growth and maturity. The study of man's abilities as well as his emotional reaction to frustration gives added insight into ego defense mechanisms, mental health and mental illness.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Psychology 12

Child Growth and Development

This course covers the physical, mental, and emotional development of the child from conception through pre-adolescent period. The significances of a child's relationship to his parents and peers are reviewed as they relate to the child's concept of himself. Emphasis is placed upon the factors contributing to the emotional health of the normal child.

3 class periods per week

Prerequisite: Psychology 11

Credit: 3 semester hours

Psychology 13

Adolescent Growth and Development

A study of the development during the adolescent years including the biological development, the emotional development, and the social relationships giving particular attention to the adjustment problems of youth.

Prerequisite: Psychology 11

Credit: 3 semester hours

Psychology 21

Psychology of Human Development

A course in life span development from birth to death.

Prerequisite: Psychology 11

Credit: 3 semester hours

Psychology 22

Personality

This course presents a study of personality in personal and social adjustment. Emphasis is placed upon motivation in human goals and the dynamics in adjustment demands, as well as the faulty patterns of adjustment. The dynamics of adjustment are applied to achieving intellectual, emotional and social competence in group living, marriage, and vocation.

3 class periods per week

Prerequisite: Psychology 11

Credit: 3 semester hours

READING

Reading 10

Non-credit developmental (remedial) course *required* for those students whose reading test scores indicate a need for the course.

Three class periods per week.

Reading 13

College Reading

This course is designed to improve reading and study efficiency. The class size is small, enabling each student to have his/her reading and study skills diagnosed and to be provided individualized instruction. In class, the student works in several college-oriented programs which stress comprehension, vocabulary, and speed. Students also receive lessons in listening skills and information on how to study. Outside the class, the student is expected to listen to a cassette program which emphasizes comprehension and vocabulary development.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Reading 14

College Reading

A continuation of Reading 13, this course is designed to increase further the students' vocabulary, comprehension, and rate of reading. Special work with a controlled reader is available, and specific training in listening and note-taking is given. All work is done in class.

3 class periods per week

Prerequisite: Reading 13

Credit: 2 semester hours

Honors Reading 13H

This course is designed to help excellent students become superior students. Each student is thoroughly pre-tested and begins work at his/her own level of achievement, with specific goals set for each individual. Admission to the course is by invitation only. Enrollment is limited and open only to those students who have a 3.5 or better GPA. 3 class periods per week

Prerequisite: permission of instructor

Credit: 3 semester hours

Honors Reading 14H

A continuation of Honors Reading 13, with emphasis on supervised, independent study. Students, working closely with the instructor, establish individual goals and plan their class time accordingly (usually 2 class periods per week).

2 class periods per week

Prerequisite: Honors Reading 13

Credit: 1 semester hour

Reading 15

How To Study In College

This course is designed to help students with average and above average reading ability approach college work more efficiently. The course emphasizes development of reading rate flexibility, preparation for exams, and test-taking skills. Also included are note-taking and an organized approach to reading and study.

1 class period per week

Prerequisites: none

Credit: 1 semester hour

RELIGION

Religion 11

Old Testament History

The aim of this course is to give a clear and consecutive view of Old Testament history in its broad outlines.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Religion 12

New Testament History

This course is introduced by a study of the Roman world at the time of Christ. An account of Christ's life and teachings forms the most important part of the work. This is followed by an outline of apostolic history.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Religion 13

Introduction to Biblical Studies

This course includes a study of the geographical and historical background of the Ancient Near East, the development of Biblical literature and the canon, the authority of the Bible, and the principles of interpretation.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Religion 14

The Life and Teachings of Jesus

This course includes a survey of the life and ministry of Jesus and an interpretation of His teachings. Some attention is given to the approaches to the study of the life of Jesus developed in the present century.

3 class periods per week

Prerequisite: Religion 11, 12, or 13

Credit: 3 semester hours

Religion 15

The Life and Letters of Paul

This course includes a survey of the Life of Paul with special attention given to an exposition of Paul's letters.

3 class periods per week

Prerequisite: Religion 11, 12, or 13

Credit: 3 semester hours

Religion 16

Dimensions of Ministry

This In-Service Guidance course will introduce the student to what is involved in Christian ministry.

1 class meeting per week

Credit: 1 semester hour

Religion 17

The Helping Process

This course for students in the In-Service Guidance program will review the social dimensions of ministry, individual concerns, and relationships.

1 class meeting per week

Credit: 1 semester hour

Religion 18

Vocations in Ministry

This course will review the requirements and functions for the various professions and opportunities in ministry. Designed for In-Service Guidance student.

1 class meeting per week

Credit: 1 semester hour

Religion 19

Summary of Christian History

A survey of Christian history from the beginning to the present day with emphasis on the development of church organization and structure. For students in the In-Service Guidance program.

1 class meeting per week.

Credit: 1 semester hour

Religion 22

Christian Doctrines

This course is a study of the basic beliefs of Christians with special reference to Baptist emphases.

3 class periods per week

Prerequisite: Religion 11, 12, or 13

Credit: 3 semester hours

Religion 27

Hebrew Poetry and Wisdom Literature

This course includes a description of the elements of Hebrew poetry and the nature of wisdom literature. Selected portions of Job, Psalms, Proverbs, Ecclesiastes, and the Song of Solomon are investigated.

3 class periods per week

Prerequisite: Religion 11 or 13

Credit: 3 semester hours

Religion 23

Old Testament Prophecy

This course is a study in the prophetic literature of the Old Testament in its historical setting. Special attention is given to the interpretation of selected texts.

3 class periods per week

Prerequisite: Religion 11 or 13

Credit: 3 semester hours

Religion 24

Biblical Archaeology and Geology

This is a travel seminar under the direction of an Anderson College faculty member. A bibliography of required readings is provided for the student before the tour. The student prepares a notebook of the travel experience and stands a written examination at the conclusion of the tour.

Class meetings to be arranged.

Prerequisites: none

Credit: 3 semester hours

SOCIOLOGY

Sociology 13

Introductory Sociology

The course provides a reasonably compact survey of the main cultural factors and social structures of society. This is a systematic introduction to sociology within a framework of sociological analysis of major institutions and social change.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

Sociology 14

Social Problems

This course in social problems focuses on contemporary social problems in the United States. An overview of forms of deviant behavior and social disorganization is presented along with the scientific concepts of procedures by which these problems continue to be studied.

3 class meetings per week

Prerequisite: Sociology 13 or permission of instructor

Credit: 3 semester hours

Sociology 21

The Family

The focus of this course will be upon the family as a social institution and upon the functions of the modern American family. The study will cover the historical background of family living, the American family heritage, premarital behavior patterns, marital interaction, and family dysfunctions and disorganization.

3 class periods per week

Prerequisite: Psychology 11 or Sociology 13

Credit: 3 semester hours

SPANISH

Spanish 11

Elementary Spanish

This course is for students with little or no previous experience with the language. The basic approach to this course is centered around the grammatical structure of the Spanish language and its pronunciation. A student may exempt this course, for credit, by making a satisfactory score on the placement test and by completing Spanish 12 with a grade of C or better.

3 class periods and 1 hour of lab work per week

Prerequisites: none

Credit: 4 semester hours

Spanish 12

Elementary Spanish

This course is a continuation of Spanish 11. The grammatical concepts studied previously are expanded here for a better understanding of the language. Upon completion of this course the student will have acquired a fundamental basis of the grammatical structures and sounds of the Spanish language. A student may exempt this course, for credit, upon making a satisfactory score on the placement test and by completing Spanish 21 with a grade of C or better.

3 class periods per week and 1 hour of lab work per week

Prerequisite: Credit for Spanish 11

Credit: 4 semester hours

Spanish 21

Intermediate Spanish

This course is intended to help the student to apply his grammatical skills through the reading and writing of the Spanish language. The short reading selections should help the student to increase his present vocabulary.

3 class periods per week

Prerequisite: Passing grade for Spanish 11 and 12 or satisfactory score on the placement test

Credit: 3 semester hours

Spanish 22

Intermediate Spanish

As a continuation of Spanish 21, this course includes an additional selection of reading materials, but its emphasis is placed upon the speaking aspect of the language. The oral-aural practice of this course enables the student to participate in conversational Spanish.

3 class periods per week

Prerequisite: Credit for Spanish 21

Credit: 3 semester hours

SPEECH

Speech 11

Fundamentals and Principles of Speech

The scope of this course includes approaching the study of speech, constructing the speech, delivering the speech, securing audience response, developing the philosophy of speech.

3 class periods per week

Prerequisites: none

Credit: 3 semester hours

THEATER

Theater 23

Introduction to Theater

The history and theory of theater in the areas of inner resources, movement, oral interpretation, characterization, playing the part, makeup, costuming, directing, sets and lights, production, and dramatic criticism.

3 class periods each week

Prerequisites: none

Credit: 3 semester hours

Theater 24

Theater Production

This course will deal with the technical aspects of play production: lighting, staging, makeup, costumes, set design and construction. Students will work a minimum of 42 hours in an acting or technical capacity on a major production. May be repeated for credit, credit hours earned for this course not to exceed one hour per semester. A maximum of four semester hours for this course may be presented for graduation.

Theater 25

Beginning Acting

Students are introduced to the art of acting and become acquainted with various styles and participate in one-act and major productions.

Prerequisites: none

Credit: 3 semester hours





personnel

TRUSTEES

Robert L. Wynn, Chairman	Spartanburg
Patrick Lee Baughman	Hilton Head
Mrs. C. Henry Branyon	Greenville
William D. Brown	Anderson
Mrs. Edward L. Byrd	Florence
Mrs. John C. Deane, Jr.	Anderson
Mrs. James A. Howard	Landrum
Dr. J. Vernon Jeffords	Spartanburg
J. Kirk Lawton, Jr.	Myrtle Beach
Roy C. McCall, Jr.	Easley
T. Ree McCoy, Jr.	Anderson
M. B. Morrow, Jr.	Gaffney
Joel T. Rice	Belton
Dr. P. Edward Rickenbaker	Belton
Charles W. Shacklette	Anderson
David S. Vandiver, Jr.	Anderson
Kenneth N. Vickery	Clemson
Gerald C. Wallace, Jr.	Marion
W. L. Williams	Columbia
*Thomas R. Gaines	Anderson

*Honorary Life Trustee

OFFICERS OF ADMINISTRATION

Ray P. Rust	President
B.A., Louisiana College; B.D., New Orleans Baptist Theological Seminary; D.D., Louisiana College. (1978)	
Paul Anderson Talmadge	Academic Dean
B.A., Samford University; M.R.E., Southwestern Baptist Theological Seminary; D.R.E., Southwestern Baptist Theological Seminary; Further study, Birmingham Southern College. (1969)	
B. J. Taylor	Business Administrator
A.A., Anderson College; B.A., Furman University; Further study, Columbia Theological Seminary, University of Kentucky. (1972)	
Richard H. Franklin	Dean of Student Development
A.A., Anderson College; B.A., Furman University; M.Div., Southern Baptist Theological Seminary. (1974)	
Charles Richard Roberts	Assistant Academic Dean & Registrar
A.A., Anderson College; B.A., Furman University; M.Div., Southern Baptist Theological Seminary. (1971)	
Walter E. Dahlgren	Director of Development
B.S., Georgia Institute of Technology. (1974)	

ADMINISTRATIVE STAFF

Annie Frances Blackman (1969)	Librarian
Jenny Lee Easley (1976)	Admissions Counselor
John Edwards, Jr. (1978)	Director of Athletics
Sanford Kidd (1976)	Chaplain & Director of Campus Ministries
Charles F. Lawson (1972)	Director of Men's Residence Living
Martha Mahaffey (1967)	Business Office Supervisor
Ada P. Meeks (1960)	Alumni — Social Secretary
Brenda C. Owens (1974)	Admissions Counselor
James Owens (1974)	Director of Student Financial Aid
Olin S. Padgett (1973)	Supervisor of Physical Plant
O. Smith Parrish (1978)	Director of Admissions
Frankie Porter (1976)	Director of Women's Athletics
Robert Lee Richardson (1976)	Director of Academic Counseling
Mary H. Shooter (1970)	Director of Women's Residence Living
Florence B. Thompson (1954)	Bookstore Manager
Carol O. Willis (1976)	Assistant Dean of Student Development
John M. Willis (1976)	Director of Communications
Jim D. Whitlow (1975)	Counselor
Shebra Worthley (1977)	Director of Student Activities

OFFICE STAFF

June D. Cantrell	Assistant Director of Student Financial Aid
Betty Cathey	Health Center Nurse
Linda T. Clark	Secretary to Academic Dean
Brenda Nicholson DuBose	Assistant Librarian
Barbara M. Garrison	Library Assistant
Ola W. Gray	Receptionist and Secretary, Financial Aid Office
Debbie Holcombe	Cashier, Business Office
Betty Huff	Bookkeeper, Business Office
Mary S. Jones	Secretary to the President
Teresa Lewin	Secretary, Counseling Center
Regina Looper	Secretary to Director of Development
Marguerite Mitchum	Secretary, Registrar's Office
Carolyn Nix	Secretary, Registrar's Office
Martha G. Powell	Printing-Addressograph-Mailing
Virginia Scott	Postmistress
Sherry Smith	Assistant Bookkeeper, Business Office

Bobbie R. Snipes	Secretary, Admissions Office
Pat Stegall	I.B.M. Secretary
Loretta C. Stokes	Secretary to Business Administrator
Eunice M. Thorne	Secretary to Dean of Student Development
Betty L. West	Bookstore Assiatant
Sara Cox Westmoreland	P.B.X. Operator

COACHING STAFF

John Edwards, Jr.	Director of Athletics, Basketball and Golf Coach, Part-time instructor in P.E.
Frankie Porter	Director of Women's Athletics, Women's Basketball and Tennis Coach
Jim Boykin	Tennis Coach

MAINTENANCE STAFF

Fred Dean	Maintenance
Cliff Dutton	Maintenance
Dale W. Erb, Sr.	Maintenance
Johnny L. Fleming	Maintenance
Thomas Harris	Maintenance
Wilbur G. Loskoski	Maintenance
Marvin Rada	Maintenance
Ralph G. Rogers	Maintenance
Ralph Simmons	Maintenance
Melvin White	Maintenance

HOUSEKEEPING STAFF

Katherine Crosby	Housekeeper
Carrie Lou Freeman	Housekeeper
Willie Le Littman	Housekeeper
Josephine McCollough	Housekeeper
Elizabeth McDavid	Housekeeper
Lily White	Housekeeper



FACULTY

- Samuel Arguez****Spanish**
B.A., Wayland Baptist College; M.A., Texas Tech University; Ph.D., University of Missouri. (1973)
- Jack L. Bilbo, Jr.****Speech and Theater**
B.A., University of Southern Mississippi; M.A., Texas Tech University. (1977)
- Annié Frances Blackman****Librarian**
A.A., Anderson College; A.B., Winthrop College; M.S., Florida State University. (1969)
- A. Frank Bonner****English**
B.A., Furman University; M.A., University of Georgia; Ph.D. University of North Carolina. (1974)
- John Klenner Boyte****Business Administration**
B.A., Appalachian State University; M.A., Appalachian State University; Further study, Purdue University. (1966)
- Ruth Parlier Boyte****Business Education**
B.S., Appalachian State University; M.A., Appalachian State University. (1966)
- Anita Haygood Bridges****Organ**
B.M., Samford University; M.S.M., Southern Baptist Theological Seminary. (1964)
- William McCollister Bridges****Music**
B.A., Furman University; B.D., Southern Baptist Theological Seminary; M.S.M., Southern Baptist Theological Seminary; Further study, University of Indiana, Florida State University. (1964)
- Anita Jubin Brown*****Music**
A.A., Anderson College; B.A., University of South Carolina; B.Mus., University of South Carolina; M.F.A., University of Georgia. (1974)
- Robert Edward Burks****Religion**
B.A., Mercer University; B.D., Southern Baptist Theological Seminary; Th.M., Southern Baptist Theological Seminary; Ph.D., Southern Baptist Theological Seminary. (1965)
- Edward Perry Carroll****Music**
B.M., Baylor University; M.C.M., Southern Baptist Theological Seminary; Further study, New Orleans Baptist Theological Seminary. (1975)
- Frankie I. Childress*****Business Education**
B.S., Winthrop College; M.Ed., University of South Carolina. (1976)
- James Wylie Clark****Music**
B.M., Mississippi College; M.M., Southern Methodist University; Further study, University of Georgia. (1970)
- Jerry A. Clonts****Biology**
B.S., Jacksonville State College; M.A., George Peabody College; Ph.D., Mississippi State University. (1974)
- Faye Penland Cowan****English**
B.A., Erskine College; M.A., Clemson University; Further study, Erskine College. (1962)

- Jacque W. Davison****Mathematics**
A. A., Anderson College; B. A., Clemson University; M.S., Clemson University (1978)
- Randall Dill****Mathematics**
B.S., Berea College; M.S., Clemson University. (1974)
- Brenda Nicholson DuBose****Assistant Librarian**
B.A., Tift College; M.A., Appalachian State University. (1969)
- John Edwards, Jr.****Physical Education**
B.S., Stetson University; M.A., University of Maryland. (1978)
- Nancy Guest Elliott*****Reading**
B.S., Limestone College; M.A., Clemson University. (1975)
- Carl Dean English****Sociology**
A.A., Anderson College; B.A., Erskine College; Th.M., Southern Baptist Theological Seminary; Ph.D., Southern Baptist Theological Seminary; Further study, University of Georgia. (1967)
- Alice D. Awtrey Fay****Chemistry**
A.B., Radcliffe College; Ph.D., University of California; Postdoctoral Fellow, Cornell University. (1974)
- Robert Herman Fries****Astronomy, Physics**
A.B., Middlebury College; M.S., Rensselaer Polytechnic Institute. (1974)
- Betty Frazee Funk****Reading**
A.B., Occidental College; M.Ed., The College of William & Mary; Further study, The College of William & Mary, The College of Notre Dame. (1975)
- Richard R. Gallagher****Business Administration**
B.S., Georgetown University; M.B.A., Seton Hall University; Further study, New York University. (1975)
- Sarah Beason Greer****English**
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- Charles W. Horner****English**
A.B., Georgetown College; M.A., University of Kentucky; Further study, University of Kentucky, University of South Carolina, Southern Baptist Theological Seminary, New Orleans Baptist Theological Seminary; Southeastern Baptist Theological Seminary, Princeton University Theological Seminary, Lutheran Southern Theological Seminary. (1972)
- Walter Glen Hughey****Mathematics**
A.A., North Greenville Junior College; B.A., Cumberland University; M.Ed., Furman University. (1964)
- Shirley Revan Jacks****French**
A.A., Mars Hill College; B.A., Carson-Newman College; M.A., University of North Carolina; Further study, Bob Jones University, University of Tennessee, Furman University, Converse College, University of South Carolina, University of Georgia. (1972)
- Dennis Warren James****English**
B.A., Clemson University; M.A., Clemson University; Further study, University of Georgia. (1970)

- Robin Barrett Kelley** **Biology**
B.S., Wofford College; M.Ed., Clemson University; Further study, Medical College of South Carolina, Arizona State University. (1962)
- Sanford Maxey Kidd, Jr.** **Religion**
B.A., Augusta College; M.Div., Southwestern Baptist Theological Seminary. (1976)
- Samuel McCarter** **Art**
B.A., North Texas State University; M.A., North Texas State University; Ed.D., North Texas State University. (1975)
- Kathryn Axmann McGregor** **Business Education**
B.S., Winthrop College; M.A., Clemson University. (1961)
- Marion Dowis Mandrell** **Psychology**
A.A., North Greenville Junior College; B.A., Carson-Newman College; M.R.E., Southern Baptist Theological Seminary; M.Ed., Clemson University. (1965)
- Nelson Eugene Mandrell** **Psychology**
B.A., Oklahoma Baptist University; M.Div., Southern Baptist Theological Seminary; Th.M., Southern Baptist Theological Seminary; Ph.D., Southern Baptist Theological Seminary; Further study, Southern Baptist Theological Seminary, Missouri Baptist Hospital, Central State Hospital, Norton Psychiatric Clinic. (1964)
- Mary Elizabeth Martin** **Home Economics**
B.S., Winthrop College; M.S., Clemson University; Further study, University of Oklahoma, State College of Washington, Taft Fellow. (1958)
- Albert R. Meredith** **History**
B.R.E., Grand Rapids Baptist College; M.A., Michigan State University; Ph.D., Michigan State University, Further study, Oxford University. (1974)
- Kay DuBois Meredith*** **Reading**
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- Fred Christopher Metts, Jr.** **Religion**
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- Frances Mims** **English**
B.A., Converse College; M.A., Wofford College; Ph.D., University of South Carolina; Further study, Sorbonne; Clemson University. (1974)
- William Hawkins Moorhead*** **Business Law**
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- Patrick Parker Mulligan** **History**
A.A., Anderson College; B.A., Erskine College; M.Ed.; University of Georgia; Further study, Furman University, Taft Fellow. (1971)
- Frankie Porter** **Physical Education**
A.A., Montreat-Anderson College; B.A., University of South Carolina; M.A., University of South Carolina. (1976)

- Betty Jo Pryor****Biology**
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A.A., Campbellsville College; B.A., Samford University; B.D., Southern Baptist Seminary; M.Div., Southern Baptist Seminary; M.Ed., University of Georgia; Ph.D., University of Georgia. (1976)
- Odell Short****Mathematics**
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- Savannah O. Smith*****Home Economics**
B.S. North Texas State University; Further study, University of South Carolina. (1978)
- Lawrence Monroe Southerland****Health and Physical Education**
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